

APPLICATION FOR REFUND OF SECURITY

To
The warden and superintendent
Girls Hostel
Govt. College University
Lahore
Madam,

I am leaving / has left the hostel and has paid all my hostel dues. I request you to refund a sum of Rs. _____ on account of hostel security.

My particulars are as under:

- | | | |
|---|-------------------------------|--|
| 1 | Name (block letter) | |
| 2 | Father's Name: | |
| 3 | College Roll No. | |
| 4 | Session | |
| 5 | Class | |
| 6 | Date of leaving the Hostel | |
| 7 | Reason for Leaving the Hostel | |

Yours Obediently

Dated: _____

Signature of Student

The above named applicant has left the hostel and has cleared all the hostel dues upto _____. Therefore her hostel security amounting to Rs. _____ (Rupees _____) is being refunded vide Cheque No _____ dated _____. The Cheque may please be signed and paid to the student concerned.

Accountant

Superintendent

Warden

Received a sum of Rs. _____ through cheque No _____ Dated _____

Signature of Student
With Revenue Stamp