

# DAV PUBLIC SCHOOL, RAMPUR, DIST.SHIMLA (HP)

## APPLICATION FOR REFUND OF SECURITY DEPOSIT

The Principal,  
D.A.V. Public School,  
Rampur, Dist. Shimla (HP).

Sir,

I apply for refund of security deposit of my ward as per following details :

1. Name of Student : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Class & Section : \_\_\_\_\_
4. Admission No : \_\_\_\_\_
5. Amount of Security Deposited Rs. : \_\_\_\_\_
6. School Leaving Certificate issued on : \_\_\_\_\_
7. Relationship of Applicant with the student : \_\_\_\_\_
8. Cheque issue in the Name of (Father / Mother) : \_\_\_\_\_

Yours faithfully,

Parent's Signature.....

Name : \_\_\_\_\_

Address : \_\_\_\_\_

Date \_\_\_\_\_

Contact No. \_\_\_\_\_

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**Note : (1) This form should be deposited within six months after school leaving certificate otherwise the security amount will not be refunded.**

**(2) The Cheque of Security amount should be collected from the school office within Two months from the date of Applying.**

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**(FOR OFFICE USE ONLY)**

Above particulars have been verified from Security Register / Sheet S.No.....Page No.....

DATE :

ACCOUNTANT

Passed for Payment of Rs \_\_\_\_\_ (Rupees. \_\_\_\_\_)

Cheque to be issued in the Name of \_\_\_\_\_

Date \_\_\_\_\_

HEADMASTER

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RECEIPT

Received Payment of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

Vide Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ from the Headmaster, D.A.V. Public School, Rampur, Dist. Shimla (HP)

Signature .....

Date \_\_\_\_\_

Name.....