

BONAFIDE CERTIFICATE REQUISITION LETTER

Date :

From

Name :

Enrollment No :

Branch :

Department :

Mobile No :

To

Principal

Government Polytechnic College , Budgam
Nagam - Chadoora, Budgam J&K - 191113

Through the Head of the Department

Madam,

Subject : Bonafide Certificate for _____

I am studying in Diploma _____ (branch) Engineering programme, in ____ Semester at Government Polytechnic College, Budgam. I request you to kindly issue to me a bonafied certificate for the purpose of :

- | | |
|--|--|
| <input type="checkbox"/> Bank Loan | Fees receipt copy (Only one time issue) – To enclose |
| <input type="checkbox"/> Passport | Passport Size Photo – To enclose |
| <input type="checkbox"/> Renewal of Passport | Passport Copy – To enclose |
| <input type="checkbox"/> VISA | Proof of purpose – To enclose |
| <input type="checkbox"/> Income Tax** | _____ (Parent name, designation and working place) with fees receipt enclose |
| <input type="checkbox"/> Scholarship / Award | specify, _____ (Proof enclosed) |
| <input type="checkbox"/> Others | specify, _____ (Proof enclosed) |

*

Thanking You,

Yours obediently,

Note :

" Latest Attendance Report "
Signed from HOD must be attached to the form.

(Signature of the Student)

Office Use Only