

FILL BY ADMINISTRATIVE OFFICE

Enclosure : Original Receipt of Security Deposition : Attached / Not Attached

Deposit Amount Rs. _____ Receipt No. _____ Date : _____

Refund of Security Deposition :

Without Deduction : Rs. _____ With Deduction : Rs. _____

Reason of Deduction : _____

Account details in which Security Deposit Amount will be transfer :

Name of Accounts : _____ Bank account number : _____

IFSC Code of Bank : _____ Type of account : _____

Approval of Competent Authority : YES / NO

Date : _____

Signature of Principal : _____

Note :

- If the title is unsuitable in your case, please write "NOT APPLICABLE" and do not leave any details in blank.
- Once all requisite signatures have been completed, the administrative office will consider the request for No Dues.
- Strongly advise to the candidate that he or she preserve one copy for future reference.
- It is the candidate's exclusive responsibility to complete the No Dues Form correctly and submit it to the administrative office for further processing.
- In case of original receipt of security deposition loss please submit the affidavit as per format of institute.