

Maharaja Surajmal Institute of Technology

**NO DUES FORM**

**{Required for Consolidated Marksheet, Provisional degree, Degree and Security Money}.**

To Director  
Maharaja Surajmal Institute of Technology  
C-4 Janakpuri, New Delhi  
Sir,

\_\_\_\_\_ son/daughter of \_\_\_\_\_ who was a student of  
\_\_\_\_\_ enrolment no. \_\_\_\_\_ session \_\_\_\_\_.

It is, therefore requested that the Caution Money of Rs. 5000/- deposited by me at the time of admission be refunded to me. The required No Dues Certificate from all concerned is appended below.  
Yours faithfully

Signature with Name of student

Contact no. of Student \_\_\_\_\_

Postal Address of student \_\_\_\_\_

\_\_\_\_\_ PIN CODE \_\_\_\_\_

**NO DUES CERTIFICATE**

	<u>Remarks</u>	<u>Signatures</u>
Proctor	_____	_____
Library	_____	_____
Book Bank	_____	_____
HOD	_____	_____
Hostel Warden	_____	_____
Mess Incharge	_____	_____
Office (OS)	_____	_____

Accountant may verify the Deposit & refund the security if all the dues, if any stand cleared.

DIRECTOR

End:

1 ORIGINAL RECEIPT OF THE CAUTION MONEY

2. ORIGINAL IDENTIFY CARD OF COLLEGE

3. IN CASE OF ORIGINAL RECEIPT OF THE CAUTION MONEY OR I.D. CARD IS MISPLACED SOMEWHERE. THE MATTER SHOULD BE WRITTEN IN A STAMP PAPER OF RS. 10/- AND THE SAME MUST BE CERTIFIED BY A NOTARY PUBLIC.