

Application for Duplicate.....

To,

The Principal

Jibreel International School

Kolkata.

Unit:

Date:

Dear Sir, I Father/ Mother

of.....Student ID..... studying in

Class..... Sec..... would like to apply for below mentioned things

[Please tick (✓) where ever necessary]:

Duplicate Pick ID Card

Duplicate ID Card

Duplicate Diary

Duplicate Fee Book

Note: It will take 20 days For Pick Up ID Card and ID Card to be re-issued.

Signature of the Parent

For Official Use

Approved by:.....

Updated by:

Signature:.....

Signature:

Date:

Date: