

## Application for Deposit/ Fee Refunds

Date: .... / ..... / 20....

To

The Principal  
Karmaveer Bhaurao Patil  
College of Engineering and Polytechnic, Satara

Subject: Application for refund of Deposit (Caution Money, Library, Hostel) / Refund of fees

Respected Sir

I am / was student of this institute and I am applying for refund of Deposit (Caution Money, Library, Hostel) / Refund of fees against cancelled admission.

My details are as below

1. Full Name in CAPITAL \_\_\_\_\_
2. Complete Address \_\_\_\_\_  
\_\_\_\_\_
3. Contact No with STD code \_\_\_\_\_ Mobile \_\_\_\_\_
4. Class in which currently studying FE / SE / TE / BE / ME Branch \_\_\_\_\_
5. Year of Passing \_\_\_\_\_
6. Payment receipt no \_\_\_\_\_ Date \_\_\_\_\_

In support with I am attaching following documents.

1. Mark sheet
2. Original copy of deposit receipt
3. Payment receipt voucher duly signed
4. Authority letter (if applicable)

Signature

(Name \_\_\_\_\_)

Signature and of Librarian / Hostel Rector / Students section

For Office Use:

Application received on date: \_\_\_\_\_ Name and sign of clerk \_\_\_\_\_

Requested refund payment date - \_\_\_\_\_

Name and Signature of receiver \_\_\_\_\_