



APPLICATION FOR HOSTEL SECURITY REFUND

(Students – studying but leaving the hostel / withdrawing from college rolls)

The Registrar
ABES Engineering College
Ghaziabad

Date:

Sir,

I, _____, Admission No. _____, S/D/o _____,
Roll No. _____, Category _____, Mode of Admission _____,
permanent R/o _____
am/was student of B.Tech. (_____) / MCA/MBA _____ year wish to withdraw my
hostel security due to (reason) _____. I was residing in the
hostel room no. _____ name of hostel _____ from _____ to _____.

Those students who have account in PNB, Navyug Market mention your account No.
with copy of Bank Passbook

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You are requested to kindly refund my hostel security amount. College has full right to deduct any balance fee and any other dues against me.

(Signature of Student with date)
Mob. No.:

(Signature of Father/Guardian with date)
Mob. No.:

(For hostel office use only)

Verified that Mr./Ms. _____ was residing in the hostel as detailed below:

Year	Session	Hostel Name	Room No.	Type of Room (single/double/triple/four)	From	To	Hostel Dues (if any)
1 st							
2 nd							
3 rd							

(Information to be provided only till pre final year)

He/she has vacated room on (Date) _____.

(Signature of Warden with date)
Name:

(Signature of Office Staff with Date)
Name:
Application received on: