

Application form for **Current** Students

Name: _____,

Class: _____, Roll No.: _____,

Date: ____/____/____.

To
The Librarian,
K.K. Wagh Women's Polytechnic,
Nashik.

Subject: Application for issuing (Tick \checkmark whichever document required)

- 1) duplicate Identity Card 2) library card
3) _____ (Other, Please Specify)

Respected Madam,

I, the above applicant is a student of this institute studying in _____ (Name of Department). I have lost / misplaced _____ (card). Now, As it required at many places to disclose identity, I have to go through the difficulties.

Therefore, I hereby request you to issue the same to me. I assure you that I shall take proper care to avoid such mistakes in future. I am ready to pay the fees, if any, for issuing the same.

Thanking you.

Yours Sincerely,

Sign. - _____

Name - (_____)