

APPLICATION FOR SURRENDER THE HOSTEL ROOM

To

The Chief Warden (Hostels)
GMCH, Chandigarh.

Subject:- **Request for Surrender the Hostel room** .

I _____, Student of _____ (Name of Course)
staying in Room No. _____ Hostel No. _____.

I want to surrender the above mentioned room on _____.

I have cleared all my hostel dues i.e. Security, room rent, Amalgamated fund,
Electricity & water charges, fine etc. for the period of my stay in hostel vide receipt No.
_____ dated _____. I have also
cleared my mess charges for the period of my stay in hostel vide receipt No.
_____ dated _____.

After leaving the hostel my correspondence address will be as under :-

I also giving undertaking that I will pay the due amount if any found at any later stage
against me.

Thanking you

Signature

email ID:

Name in Capital Letters:-

Room No. _____

Hostel No. _____

Phone No.

Signature of Mess Contractor & stamp

Allowed/Not Allowed

Signature of Concerned Warden