

To,
The Chief Warden Hostels,
GMCH Chandigarh
Hostel Office, Girl's hostel no. 1

Subject: Application for issuing non residence certificate for claim of HRA

Dear Sir,

I, Dr. _____, joined as Junior Resident in the department of _____, on _____.

I hereby request you to kindly issue me a certificate that I *have never resided in the hostels/have stayed in hostel from*_____ *to*_____ *and have vacated the hostel on*_____. (Strike out which is not applicable).

I hereby certify that the above statement is true to the best of my knowledge. I will be liable for penal action in case in future it comes to the notice of the authorities.

Name: _____

Forwarded by Concerned HOD

Department _____

Batch: _____

Signature of HOD

Mobile number: _____

Email ID: _____

Office Seal:

Date: _____

Place: Chandigarh