**To  
The Principal  
Gandhi Engineering College  
Bhubaneswar**

**Subject: Application for Cancellation of Transport**

Respected Sir,

My name is Aditya Mohapatra, and I am currently pursuing BTech in CSE (AIML) at Gandhi Engineering College (Regd. No-2301292411).Now I am promoted from 1st year to 2nd year. I am writing to inform you that my residence has shifted from Sailashree Vihar to Khandagiri, Bhubaneswar. Therefore, starting from my second year, I am interested in using my own transportation as my parents have declined the use of college transport services.

Hence, I kindly request you Sir, to consider my above case and take necessary action immediately to cancel my college transport service.

Thank you in advance for your prompt attention to this matter. I am grateful for your understanding and cooperation.

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Yours obediently,

Aditya Mohapatra  
Regd. No-2301292411  
Sec-I

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