

Undertaking

To,

The Principal,
K. K. Wagh Institute of Engineering Education and Research,
Panchavati, Nashik-03

Sub: Issue of duplicate Identity Card/Library Card

Respected Sir,

I Mr./Ms. _____ have been admitted in this institute during the current academic year 20____-20____. I have lost my identity card/library card and wish to apply for a duplicate one. My admission details are as follows:

Class: _____

Branch: _____

Course: UG/PG

Roll No: _____

CR No: _____

Place where identity card/library card was lost: _____

I hereby state that my identity card/library card was not confiscated by any authority for any reason. If my original identity card is found, I shall return the same to the librarian immediately.

The above information is true to the best of my knowledge and belief. If the information is found false at any stage, I understand that I will be liable for disciplinary action.

Kindly issue a duplicate identity card/library card and oblige.

Thanking you,

Signature

Name: _____

Date: _____

Permitted/Not Permitted
Principal

Librarian

Identity Card/Library Card Details

No: _____ Date: _____

Signature of issuing authority: _____