Mr. Jitendra Khatri,

C- 103, Aries signature,

Opp. Shyam Tulsi society,

Diwalipura, Vadodara

[Date]

1. The principal,

Poddar World school

Bhimpura Koyai Channel Road

Sherkhi,Vadodara 391 330

1. The chairman

Head office, Poddar Group of schools

85, Poddar centre Charbaug post, Office,

Dr B.R. Ambedkar Road, Parel, Mumbai 400 012

1. The Poddar World school,

Head office Poddar group of schools,

Anandilal and Ganesh Poddar society,

Saraswati road, Santacruz (West), Mumbai 4000 12

Subject: Complaint Regarding Unfair Trade Practices and Demand for Compensation

Dear Sir/Madam,

I am writing to formally complain about the unfair trade practice faced by me.

This is in regard to the illegal and unfair charging of fees for the full academic quarter of April-June 2018 by your school, despite my daughter Navya Khatri (Admission No. \_\_\_\_\_\_) attending for merely 2-3 days in April 2018 before withdrawing. As you are aware, I had submitted an application on 8th April 2018 seeking a Transfer Certificate for my daughter to join another school for personal reasons. Despite attending for only 2-3 days in April, your school insisted on collecting the full quarterly fees of Rs.13,200/- before issuing the TC.

I had repeatedly requested your school authorities to charge the fees on a pro-rata basis for the 2-3 days of attendance instead of the full quarter amount. However, my requests were unjustly denied. Left with no option, I was forced to pay the entire Rs.13,200/- under duress on 31/05/2018, after which the TC was issued. I have reported the above matter to you before but despite my pleadings, you have not made good the amount paid, which is indeed regrettable. On account of your aforesaid dereliction of duty and failure and neglect to rectify the same I have suffered losses/incurred expenses which you are liable to compensate to me.

You are hereby finally called upon to pay compensation of Rs.13,200/- charged for the quarter with interest from the date of payment along with Rs. 1,00,000/- as compensation for mental agony, and other costs incurred within 15 days of the receipt of this notice failing which I shall be constrained to initiate against you such proceedings, as are warranted by law, besides filing a complaint under the statutory provisions of The Consumer Protection Act, 2019.

Place: Vadodara

Dated: \_\_\_\_\_\_\_\_\_

Sincerely,

[Your Signature]

Jitendra Khatri