



**SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES,**  
(Approved by AICTE, New Delhi & Affiliated to JNTUA, Ananthapuramu)  
**CHITTOOR-517127, A.P.**

Dated: 2025-04-17

From  
PRINCIPAL,  
SITAMS COLLEGE

To  
Kesar

14/5, Suryanagar, Vijayawada, Andhra Pradesh – 520017

**SUBJECT: - HOSTEL FEE PAYMENT PENDING - Kabir (Roll Number: 22751A0588)**

Dear Kesar,

We hope this letter finds you well. We are writing to kindly remind you that the fees are unpaid for your child, Kabir. As of 2025-04-17, the outstanding amount is 23000.

Please find the fees details as mentioned:

YEAR	PAYABLE	PAID	PENDING
1st Year	63000	63000	0
2nd Year	63000	63000	0
3rd Year	63000	40000	23000

We kindly request that you settle the outstanding balance by 2025-04-25. If you have already made the payment, please disregard this notice.

If you have any questions or require assistance with the process, please feel free to contact us.

Thank you for your attention to this matter, and we look forward to your cooperation.

Sincerely,  
PRINCIPAL  
SITAMS COLLEGE