**Application to Leave Officers’ Mess**

To,  
The Mess Secretary,  
Officers’ Mess,  
VRDE, DRDO Ahmednagar

Subject: Request for Withdrawal from Officers’ Mess

Sir/Madam,

I respectfully submit my request to withdraw from the Officers’ Mess membership due to personal reasons. I kindly request you to process the necessary formalities for discontinuation of my mess services at the earliest convenient date.

I would also be grateful if you could kindly guide me regarding any clearance formalities to be completed before final withdrawal.

Thank you for your kind consideration.

Yours sincerely,  
Rohan Anil Darve, JRF ITSG  
Employee code: 147  
23/09/2025