**Bonafide Certificate Request Letter for School**

**[Your Name]**

**[Your Address]**

**[City, State, Zip Code]**

**[Your Email Address]**

**[Your Phone Number]**

**[Date]**

**[School Name]**

**[School Address]**

**[City, State, Zip Code]**

**Dear [Principal's Name / School Administrator's Name],**

**Subject: Request for Bonafide Certificate**

**I am writing to request a bonafide certificate for the academic year [mention the year/grade]. This certificate is required for [mention the purpose, e.g., a scholarship application, documentation for a passport, etc.]. I am a student of [mention your class/grade and section] at [School Name].**

**I kindly request you to issue the bonafide certificate at your earliest convenience. If you require any further information or documents to process this request, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].**

**Thank you for your prompt attention to this matter.**

**Sincerely,**

**[Your Signature]**

**[Your Printed Name]**