M Gmail   **5L4 Ujjwal Thakur <thakurujjawal123@gmail.com>**

Letter of Authorization for obtaining Study cum certificate and Transfer certificate.

5L4 Ujjwal Thakur <thakurujjawal123@gmail.com>   16 September 2025 at 15:30
To: principal@svcetedu.org

To
The Principal,
SVCET, Chittoor, Andhra Pradesh, India
Date:16-09-2025

Subject:Letter of Authorization for obtaining Study cum certificate and Transfer certificate.

Respected Sir,

My name is Ujjawal Kumar Thakur, and I am a recent graduate of B.Tech in Computer Science and Engineering at Sri
Venkateshwara College of Engineering and Technology. I am writing to request authorization for my friend(Lalan Kumar
Lahera) to collect my bachelor's certificate on my behalf, as I am currently unable to do so in person. However, it's not
possible for me to visit personally to collect the documents as I am currently active in the research course work for the
partial fulfilment of my post graduate Degree course and current location in Nepal.
 As such, I would like to authorize Mr. Lalan Kumar Lahare to act as my representative on my behalf to withdraw my study
cum certificate and Transfer certificate lying in the SVCET College Office. He is my friend in the college; his Registration
No. is 23781A05L3, whose copy of identity is also enclosed with this letter in order to identify the person without any
inconvenience at the time of withdrawing the documents.
I, therefore, make a very warm request to you to kindly hand over the documents to him. I shall remain very thankful to
you for your support & co-operation in this matter.

Thanking You
Sincerely yours,
Ujjawal Kumar Thakur
sign: Ujjawal Kumar Thakur

Registration No: 21781A05L4
mob: +916301634071/+9779811210639
E-mail:thakurujjawal123@gmail.com

Name of the Authorized person
Lalan Kumar Lahare
sign: Lalan Kumar Lahare
Reg No:23781A05L3