Indian Institute of Technology: Delhi
Hostel
Mess Security refund application

Name of student_____

Entry No._____ Room No. _____

Home Address (Block Letter) _____

_____

_____

SBI, IIT Delhi Bank A/C No. _____ Mobile No._____

Passed/ Withdrawal Year_____ Room Vacated on _____

Date_____ *IFSC Code: ————————* Signature of students _____

For office use only

Caretaker certificate:

This is to certify that the above student has vacated the room on dated_____

& has handed over all hostel inventories. There are no outstanding dues towards his lodging as on date.

Date: _____   (Signature of Caretaker)
_____   _____

Mess account certificate

This is to certify that the all entries of mess & other dues as well as deposits have been made in the student's ledger for the entire stay of the students in the hostel & final account of the student is as under:

Mess security Rs. _____ L.F. NO._____

Mess Recovery Rs._____ L.F. NO._____

Mess Refund Rs. _____ L.F. No._____

Total Rs._____ Recoverable/ refundable

_____   (Signature of Dues Collector)
_____

Certified that all the entries of mess and other dues along with deposits made by the students as entered in the students ledger account have been checked and found correct. Students ledger security account checked & closed & nothing is dues form the students.

Passed for Rs. _____ Rupees_____

Payable to the students as mentioned above out of the mess account of _____ Hostel.

Hostel Accountant   Warden
_____   _____

Pay order

Checked for & pay Rs. _____Rupees_____

Dealing Asstt.   A.O. (S.A)
_____   _____

Cash book Page no _____Paid Rs. _____

Vide Cheque no._____ Date_____Vr. No._____

Accountant   Warden/ Dean of students