

To  
The Proctor  
Visva-Bharati

Sub: Repairing of Fans/Regulators

Kindly arrange for repairing of the hostel fans/ regulator as mentioned below

| Sl. no. | Repaired required for (Please tick out) | Name of the hostels | Room No. | Fan No. | Total nos. of Fan/Regulator to be repaired |
|---------|---|---------------------|----------|---------|--|
| 1.      | Ceiling Fan                             |                     |          |         |  |
| 2.      | Table Fan                               |                     |          |         |  |
| 3.      | Pedestal Fan                            |                     |          |         |  |
| 4.      | Exhaust Fan                             |                     |          |         |  |
| 5.      | Regulator                               |                     |          |         |  |

Signature of the Teacher Warden/ Warden/ Matron

Or

Counter Signature of the Principal