

FROM :

Name of the student : _____

Address : _____

Branch : _____ Reg.No. _____

Mobile No : _____

Date : _____

To,
The Principal
KLS s Shri Vasantao Potdar Polytechnic
KLS Campus,
Tilakwadi, Belagavi.

Subject: Returniing original documents reg.

Respected Sir / Madam,

I, the undersigned Mr/ Miss. _____ request your goodself to return

the original documents which was deposited at the time of admission.

I, have obtained **No Dues** certificate from the department concerned, Library, and from the -
admission section

Kindly do the needful and oblidge

Thanking you,

Yours faithfully,

(Sign & Name of the student)

NO DUES CERTIFICATE

In respect of the student **Mr / Ms.** _____

1) **Library** : _____
Signature & seal of the Librarian

2) **Department** : _____
Signature & seal of the HOD

3) **Admn. Section**
(*No Dues of the Fees/ Documents*) : _____
Signature of the case worker