

SEAT SURRENDER APPLICATION FORM (APPLICABLE FOR FRESH ADMISSION ONLY)

Note:- E-mail this dully filled application form at rggrec.office@gmail.com along with below mentioned documents

To

The Director/Principal

RGGEC

Kangra at Nagrota Bagwan

Subject: - Surrender of Seat

Sir,

With due respect, I beg to say that I have got admission in _____(Name of Branch)
at _____(Name of Institute). I want to surrender my seat allotted to
me in _____(Name of Branch) at RGGEC, Kangra. My bank
account no. and other detail are mentioned below:

Account no. _____

Bank Name _____

IFSC Code _____

Branch _____

Documents to be attached:

1. Seat surrender letter issued from HPTU.
2. Provisional admission letter of new college.
3. Fee receipt of concerned college where seat surrendered.
4. 1st Page of Bank Account Copy of students.

Yours faithfully,

Name: _____

Father's name _____

Branch _____

Address _____

Mobile _____