



HASDEO PUBLIC SCHOOL - CHAMPA

Application for Issue of Duplicate ID-Card:

ID-Card

Application Details :

Reason :

Card Lost

Card Mutilated

Change in Bus Route

Change in Transport Facility

Change of Address

Please issue duplicate ID to :

Student

Parent

Student's Particulars :

1. Name :

.....

2. Class : Section : Admission No.

3. Mother's Name :

4. Father's Name :

5. Present Address :

.....

.....

6. Contact No. :

7. Transport User : Supervision :

8. New Bus Route No. : Bus Stop :

Enclosures :

a. Mutilated copy of ID-Card

b. Rs. 50/- towards issue of duplicate ID-Cards

Signature of the Parent

For Office Use only

As per the request of the parent the changes as requested for have been recorded in all relevant documents/files/school records.

Authorised Signatory

Received by Admin Off. on and changes recorded in Student's file. Signature with Date

Class Teacher intimated of the change on by Signature with Date

Transport I/C intimated of the change on by Signature with Date