| | Date: |
|---|----------------|
| From, | |
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| | |
| To, | |
| The Principal | |
| Good Hope English Medium School, | |
| VK Road, Nilambur | |
| Sub: Application for | |
| Sir/Madam, | |
| Kindly issue my ward'sstudying in | |
| In your renowned institution the below mentioned certificate from the school. | |
| O Bonafide certificate for the purpose of | (Attach photo) |
| O Fee statement certificate for the purpose of | |
| O Admission record extract for correction of name in birth certificate | |
| O Correction of name in school application form | |
| O Transfer certificate | |
| O Other | |
| | |
| | |
| Thanking You Yours faithfully | |
| (Name and Signature of parent or guardian) | |