

To,

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**AUTHORITY LETTER TO COLLECT**

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This is to certify that Mr/Miss \_\_\_\_\_  
is authorized to collect his/her \_\_\_\_\_ if the  
documents \_\_\_\_\_ lost or misplaced the institute is not  
responsible at all.

DATE:-

APPLICANT NAME AND SIGNATURE

Encl:-

Copy of Student ID Card

PAN Card

Aadhar Card

Driving License

Govt ID card

} of authorized person

Verified data \_\_\_\_\_(Name & Sign)

Issued to \_\_\_\_\_