

# DISPUR LAW COLLEGE

Dharmananda Das Avenue  
Dispur, Lastgate, Guwahati, Assam-781006  
[www.dispurlawcollege.org](http://www.dispurlawcollege.org)

## APPLICATION FOR REFUND OF THE CAUTION MONEY DEPOSIT

To,  
**The Principal,  
Dispur Law College,  
Dispur, Lastgate,  
Guwahati-781006.**

*Through the Librarian*

Respected Madam,

I beg to apply for refund of the caution money deposit.

**(To be filled in by the applicant legibly)**

1. Name of the student .....
2. Exam Roll No .....
3. Course .....
4. Session.....
5. Date of passing the final examination .....  
(Attach copy of Mark sheet of final semester)
6. Date of issue of Pass Certificate .....  
(Attach copy of Pass Certificate)
7. Amount of refundable Library Caution Money claimed: Rs .....
8. Contact Number:..... .Email-id.....

The above stated information are true to the best of my knowledge and if the information is found to be false, the College is liable to take any action as it deems fit.

Date:

Full signature of the student

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### RECOMMENDATION OF THE LIBRARIAN

The above stated particulars have been verified and found correct and the student has cleared all his dues to the Library. Hence, the Library Caution Money of the student may be refunded.

Date:

Signature with seal  
Librarian

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### OFFICE NOTES & ORDER

Particulars checked by

Verified by

Approved & Payment be released

Accountant

Principal