

WEST BENGAL BOARD OF MADRASAH EDUCATION

Moulana Abul Kalam Azad Bhavan
DD-45, Salt Lake City, Kolkata - 700 064

PRESCRIBED FORM OF APPLICATION FOR DUPLICATE COPY

To
The Secretary
West Bengal Board of Madrasah Education
Moulana Abul Kalam Azad Bhavan
DD-45, Salt Lake City,
Kolkata - 700 064

Name of Madrasah.....

Address.....

Index No. :.....

Office Ph. No.....

Sir,

I hereby apply for a duplicate copy of Registration Certificate / Admit Card / Marksheet / Certificate as my Original one has been lost / stolen / damaged.

The same may kindly be issued in my favour within the stipulated period.

The prescribed ordinary / urgent fee of Rs..... (Rupees.....) only has been deposited in money receipt through, SB-Collect of the State Bank of India.

● The damaged portion of original documents is attached.

[I like to take delivery of the document (please tick (✓))]

(i) Personally (ii) Through Madrasah (iii) Authorised Letter

Necessary Particulars :

A. Name (in Block Letters) :

B. Father's Name :

C. Postal Address :

(in Full Block Letters)

D. Name of the Police Station :

E. Name of the Examination :Year.....

Roll.....No.....

F. Name of the Institution :

Your's faithfully

Full Signature of the applicant

Mob. :

Cont. No. :

*N.B. : *Strike out if not applicable*