

From .....  
 .....  
 .....  
 Mobile No : .....

To,  
 The Principal  
 AFGJI, Subroto Park  
 New Delhi - 110010

APPLICATION FOR ISSUE OF TC  
 FOR PRIMARY / SPECIALWING

1. Please issue Transfer Certificate in respect of my ward .....  
 class ..... section ..... Adm No. .... as (specify reason for TC) .....  
 .....  
 TC is required on .....

Yours faithfully,

Date : .....

(Signature of Parent)

CLEARANCE

Class Teacher		Attendance of Child	/
HM Pry. Wing/ HM Spl. Wing		Library i/c	
Bus i/c		Fee i/c	
Accountant			

For Office use :

TC No.		Date of TC issued	
Office Supdt.			

Date : .....

Principal