

To

The Principal

Bhilai Nair Samajam College

Sector -8, Bhilai (C.G.)

Sub:- Application for Transfer Certificate.

Respected Sir,

I have the honor to state before you that, I Have successfully completed Course during session From your respected college.

In view of above, I hereby, request you to kindly issue me my Transfer Certificate. All the necessary documents are attached herewith.

I shall remain grateful to you.

Thanking You,

Yours faithfully,

Name

Class

Mobile No.

Documents:

Photocopy of Yearly / Semester Marksheet.