

ACAD FORM - 12

APPLICATION FOR ISSUE OF DUPLICATE ID CARD

Tirupati
Date:

From

To

The Registrar
SVIMS
Tirupati.

Sir / Madam,

Sub: SVIMS, Tirupati – Issue of duplicate ID card - Request – Reg.

I studying course
lost the original ID card issued by the University. The prescribed fee of Rs.....
for issue of duplicate ID is paid & copy of the challan is enclosed. (*challan No.....*
dt.....).

I request you to issue the duplicate ID card at the earliest.

Thank you

Yours sincerely

Signature

//forwarded by//

Signature of HoD with Seal