

# Application for Duplicate.....

To,

The Principal

Jibreel International School

Kolkata.

Unit: .....

Date: .....

Dear Sir, I ..... Father/ Mother

of.....Student ID..... studying in

Class..... Sec..... would like to apply for below mentioned things

[Please tick (✓) where ever necessary]:

Duplicate Pick-up ID Card

Duplicate ID Card

Duplicate Diary

Duplicate Fee Book

**Note: It will take 20 days For Pick Up ID Card and ID Card to be re-issued.**

\_\_\_\_\_  
Signature of the Parent

## For Official Use

Approved by:.....

Updated by: .....

Signature:.....

Signature: .....

Date: .....

Date: .....