

**INDRAPRASTHA COLLEGE FOR WOMEN
(UNIVERSITY OF DELHI)**

NO DUES CERTIFICATE

The Principal
Indraprastha College for Women
(University of Delhi)
Delhi-110054.

I, Dr./Ms./Mrs./Mr. _____ Designation _____ am proceeding on leave/retirement/ leaving the College service on _____ as informed to me vide College letter No. _____ dated _____

I have obtained NO DUES from the following Departments/Section/Office:-

Sr. No.	Departments/Particular	Dues, if any	Signature of Dealing Desk/ Dept. In-charge
1.	Identity Card		
2.	Deptt. Locker		
3.	I.A./Attendance Records		
4.	Dept. Lab. Clearance		
5.	Library Clearance		
6.	Accounts Section		
7.	Leave		
8.	WUS Health Centre		
9.	DU Library Cards		
10.	Bank Pre-paid Card		
11.	College Staff Quarter:		
	1. HRA		
	2. License Fee		
	3. Water		
	4. Electricity		
	5. Damages, if any		
<p>➤ All concerned are requested to note down the dues against him/ her, if any, in the columns. If nothing is due, 'NO DUES' may be written under the column 'Dues, if any'.</p> <p>➤ If not applicable, write N.A.</p>			

Signature: _____

Date: _____

Name: _____

Address: _____

(For Office Use Only)

Section Officer (Admn.)

Section Officer (A/cs)

Administrative Officer