



Mess charges rebate form

Date: _____

Name of the Student: _____

Enrollment Number: _____

Course: _____ Semester: _____ Branch: _____

Hostel Room No. : _____ Phone/Mobile Number: _____

Reason For Application (Tech/Cult/Sports fest/Seminar/Conference) _____

Name of the Mess _____ Period of Absence: From _____ To _____

Total No. of Day's Leave _____. **Balance Rebate Days** _____.

Date and Signature of the student _____

Signature of the Faculty In charge or HOD.

Date, seal and sign from Mess

Name of faculty: _____

Date, seal and sign from hostel office

Signature of the Warden

Note: Submit the form to the hostel office before 48 hours of your applied leave.

Minimum of 5 consecutive days of leave to be taken for availing rebate

Enclosed:-

- 1.
- 2.
- 3.

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RECEIPT FOR MESS MANAGER

Name of Student:

Roll No:

Room No:

Total No of Days:

Period of Absence: From _____ To _____