**BONAFIDE CERTIFICATE REQUISITION LETTER**

Date:

**From**Name :

Roll No :

Branch :

Department :

Mobile No :

**To**

The Dean

University College of Engineering

BIT Campus, Anna University

Tiruchirappalli – 24.

**Through the Head of the Department**

Sir / Madam,

**Sub:** UCE, BIT Campus – Bonafide Certificate ………………….Requested – Reg.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

I am studying…………..….programme……Semester ……………..(Branch)........ (Department) UCE, BIT Campus, Tiruchirappalli. I request you to kindly issue to me a bonafide certificate for the purpose of

**Bank Loan** Fess receipt copy (only one time issue) to enclose

**Scholarship / Award** Specify …………………………(Proof enclosed)

**Others**  Specify …………………………(Proof enclosed)

**Income tax** ………………………………………………(Parent name, designation and working place) with fee receipt enclose

Thanking you,

Yours faithfully,

(Signature of the student)

**Office use only**

Forwarded and recommended

Head of the Department

(With Seal)