

Form No. IRD/REC-8 (C)

INDIAN INSTITUTE OF TECHNOLOGY DELHI
Industrial Research & Development Unit

Dated: _____

Name: _____

Emp. Code: _____

Mobile No. _____

Deptt. _____

SBI Account No. _____

(Account No. copy required)

REQUEST FOR REFUND OF SECURITY DEPOSIT

I request you to kindly refund my security deposit of Rs. _____ deposited by me at the time of my appointment at SBI IIT Delhi vide IRD Accounts Receipt No.(s) is/are _____
Dated _____ (copy of original receipts are enclosed).

It is, therefore, requested that the security deposit amount may kindly be transferred to my saving bank account as intimated above **(copy of the saving bank account is attached)**.

Encl.: **1) Copy of No. Dues Certificate issued through A.R. (IRD) Estt.**
2) Original copies of Security Deposit Receipts.

(Signature of the Employee with Date)

Signature of P.I. /C.I.

A.R. (IRD) Accounts