

**Vidya Vikas Education Trust's**  
**LORDS UNIVERSAL JUNIOR COLLEGE OF COMMERCE & SCIENCE,**  
**GOREGAON (W) MUMBAI 400104**  
**APPLICATION FOR ISSUE OF DUPLICATE FEE RECEIPT.**

Date: - \_\_\_\_\_

To,  
 The Principal,  
 Lords Universal Junior College of Commerce & Science,  
 Goregaon (West), Mumbai: 400 104.

**Sub: Issue of Duplicate Fee Receipt/ID**

Respected Sir/Madam,

I \_\_\_\_\_  
 (Full Name)

studying in \_\_\_\_\_ Course in \_\_\_\_\_ Class \_\_\_\_\_ div. Roll No. \_\_\_\_\_ for the  
 Academic year 20\_\_ - 20\_\_. I lost my original fee receipt. Kindly issue me a duplicate fee receipt,  
 and I abide to pay charges of Rs.100/-.

Signature of the Student

Documents Required:

1. Copy of ID Card
2. Photocopy of FYJC/HSC Marksheets
3. Photocopy of HSC Leaving Certificate

For Office Use	Cash Receipt No.	Fees Clearance	Eligibility Status	Enrolment Status	Admission taken in current Year	Library Dues	Whether HSC Mark Sheet/Other Documents collected from college	Principal's Consent	Document Prepared by
Remark									
Date & Signature									
Clearance from Office						Clearance from Library			