

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

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

To,  
 The Principal,  
 Lords Universal College,  
 Goregaon (West)  
 Mumbai: 400 104.

**Sub: Issue of Duplicate Fee Receipt**

Respected Sir/Madam,

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

studied in \_\_\_\_\_ Program in \_\_\_\_\_ Class \_\_\_\_\_ div. bearing Roll No. \_\_\_\_\_

for the year 20\_\_ - 20\_\_. Mobile No. \_\_\_\_\_ Email Id \_\_\_\_\_

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 Lower Exam Sem I, II, III, IV, V & VI all attempts 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									
<b>Clearance from Office</b>						<b>Clearance from Library</b>			