

Name: \_\_\_\_\_

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

Room No: \_\_\_\_\_

NIC No: \_\_\_\_\_

Leaving Date: \_\_\_\_\_

Reason of Leaving Hostel:

---

---

---

Security Deposits: \_\_\_\_\_

Signature: \_\_\_\_\_

**Note:**

- ★ Advance Security Amount is purely refundable. Causing damage to furniture, mattress, air cooler, carpet, room paint, locks, fixtures & structure of the Hostel in any form may lead to a fine equivalent to the amount required for recovering the loss.
- ★ Admission deposits are non-refutable at any condition.
- ★ Boarders shall not behave rudely or in an impolite manner with the hostel servants or any member of the hostel administration. In case of withdrawal/expulsion due to indiscipline, misconduct, break above rules & delay of monthly fee; all security deposits will be forfeited.
- ★ Resident is bound to stay at least six months from joining date in this hostel & report to hostel management before one month from leaving. Otherwise security amount will be forfeited at any condition.