



Undertaking

Date: _____

I, Mr. / Ms. _____, Regn. / ID No. _____, officially residing in Room No. _____ of Hostel _____, do hereby, undertake that I have taken all my belongings from the aforesaid allotted room as I am vacating the room and handing over the key of the room to the Office of the Warden in order to obtain the Hostel Clearance / No Dues Certificate. I do not have any objections, if the Office of the Warden finds and disposes of anything belonging to me lying in the room subsequent to vacating the room. I have also signed the Vacating Register/Ledger.

Signature of the boarder

Programme: _____

Subject _____

School/Deptt./Centre _____

Mobile No. _____

E-mail ID: _____

Address for correspondence: _____

The room is physically verified in the presence of the boarder, and the key is obtained. Necessary entries have been made in the ledger. The room/seat is vacant now and may be allotted to other eligible applicant. Submitted to the Warden for kind information.

Signature of the OA / JOA / DEO

Date: _____

Warden
Official Seal