



DIAMOND PUBLIC SCHOOL

SASARAM ROAD PARASIYA, KOCHAS ROHTAS BIHAR -821112

AFFILIATED TO C.B.S.E NEW DELHI UPTO (10+2)

Application for Issue of Duplicate ID-Card or Bus ID-Card:

☐ ID-Card

☐ Bus ID-Card

Application Details:

Reason:

☐ Card Lost

☐ Card Mutilated

☐ Change in Bus Route

☐ Change in Transport Facility

☐ Change of Address

Please issue duplicate ID:

☐ Student

☐ Parent

☐ Both

Student's Particulars:

1. Name:

2. Class & Sec: Admission No. : Contact No. :

3. Mother's Name:

4. Father's Name:

5. Present Address:

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6. Transport User: New Bus Route No. : Old Bus Stop:

Enclosures:

a. Mutilated copy of ID-Card ☐

b. Rs. 150/- towards issue of duplicate ID-Cards ☐

c. Rs. 200/- towards issue of duplicate ID-Cards(s) ☐

d. Rs. 50/- towards issue of Bus ID-Card ☐

Signature of the Parent

For Office Use only

As per the request of the parent the changes as requested for have been recorded in all relevant documents / files / school records.

Authorized Signatory

Received by Admin Off. On and changes recorded in Student's file.

Signature with Date

Class Teacher intimated of the change on by

Signature with Date

Transport I/C intimated of the change on by

Signature with Date