

Covering Letter for Deposit of Annual Renewal Fee for Government Institution

| | |
|--------------------|------------------|
| Establishment Year | Academic Session |
| | |

| | | | | | | | | |
|----------------------|---------|--|--------|--|-----|--|------|--|
| Level of Institution | Primary | | Middle | | SSC | | HSSC | |
|----------------------|---------|--|--------|--|-----|--|------|--|

| | |
|---------------------|--|
| Name of Institution | |
|---------------------|--|

| | |
|----------------|--|
| Postal Address | |
|----------------|--|

| | | | | | | | |
|-------------|--|--------|--|----------|--|-----------|--|
| Post Office | | Tehsil | | District | | Post Code | |
|-------------|--|--------|--|----------|--|-----------|--|

| | | |
|---------------------------------|----|----|
| Landline Numbers of Institution | 1. | 2. |
|---------------------------------|----|----|

| | | | |
|-------------------------------|--|------------|--|
| E-Mail Address of Institution | | Fax Number | |
|-------------------------------|--|------------|--|

| | | | | | | |
|---------------------|-------|-------|------------|----------|---------------|----------------|
| Building Located In | Urban | Rural | Cantonment | Garrison | Union Council | Town Committee |
| | | | | | | |

| | | | | | | |
|--------|------|--|-------|--|--------------|--|
| Gender | Boys | | Girls | | Co-Education | |
|--------|------|--|-------|--|--------------|--|

| | | | | | | |
|--------|---------|--|------|--|------|--|
| Medium | English | | Urdu | | Both | |
|--------|---------|--|------|--|------|--|

| | | | | | | |
|----------------------------------|------|--|--------|--|-------|--|
| Total Number of Teachers / Staff | Male | | Female | | Total | |
|----------------------------------|------|--|--------|--|-------|--|

| | | | | | | |
|--------------------------|------|--|--------|--|-------|--|
| Total Number of Students | Male | | Female | | Total | |
|--------------------------|------|--|--------|--|-------|--|

Detail of Nearest Institutions

| Sr. No | Detail of Two Nearest Institutions | Distance Meters/KM | Level: Primary/Middle/SSC/HSSC |
|--------|------------------------------------|--------------------|--------------------------------|
| | | | |
| | | | |

Detail of Fee (Renewal Purpose)

| Sr No | Amount | Receipt No | Bank (ABL/NBP) | Branch Name | Date |
|-------|--------|------------|----------------|-------------|------|
| | | | | | |

| | | | | | | | | | | | | | | | |
|--------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|-------------------------|
| Name of Principal | | | | | | | | | | | | | | | <u>Signature</u> |
| | | | | | | | | | | | | | | | |
| CNIC NO: | | | | | | | | | | | | | | | |

Dated:-_____

Institution Stamp-_____