



ESTD - 2002

Affiliation No - 330522 / School No - 65515

Under the Aegis of Kousaliya Sewa Sadan Supaul

KOSHI PUBLIC SCHOOL

Vishal Nagar, Tharbitia, Shivpuri (Maladh), Kishanpur, Supaul, Bihar

Help Line **7782978601**
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Application Form for Issuance of Duplicate Identity Card (I-Card)

Student Information

Student Name: _____

Admission No.: _____

Class & Section: _____

Date of Application: ____ / ____ / ____

Reason for Request

Please tick the appropriate reason:

☐ Lost I-Card

☐ Damaged I-Card

☐ Stolen I-Card

Other (Please Specify): _____

Details of Lost/Damaged I-Card

Date of Loss/Damage: ____ / ____ / ____

Brief Description:

Parent/Guardian Information

Parent/Guardian Name: _____

Relationship with Student: _____

Mobile Number: _____

Email ID: _____

Declaration

I hereby request the school to issue a Duplicate Identity Card for my ward. I declare that the information provided above is true and correct. If the original Identity Card is found at a later date, I undertake to return it to the school immediately. I agree to pay the prescribed fee of ₹250/- (Rupees Two Hundred Fifty Only) for the issuance of the Duplicate Identity Card.

Signature of Parent/Guardian: _____

Date: ____ / ____ / ____

Important Note

A fee of ₹250/- will be charged for the issuance of a Duplicate Identity Card. The duplicate card will be issued only after verification of the application and payment of the prescribed fee.

Office Use Only

Application Received On: ____ / ____ / ____

Fee Amount: ₹250/-

Fee Received: ☐ Yes ☐ No

Receipt No.: _____

Duplicate I-Card Issued On: ____ / ____ / ____

Issued By: _____

Authorized Signatory: _____

Remarks: _____
