

To

Professor Incharge (Account & Audit  
SLIET, Longowal

**Sub: Regarding Issue of Expenditure Certificate**

R/Sir,

With due respect I beg to state that I \_\_\_\_\_ S/O Sh. \_\_\_\_\_  
having Regn. No. \_\_\_\_\_ studding in your Institute. I have to apply for an Education Loan in  
the \* \_\_\_\_\_ District. \_\_\_\_\_ State \_\_\_\_\_.

So, Kindly Issue me the Expenditure Certificate for the purpose of Education Loan I shall be very thankful  
to you.

Thanking You.

Your's Fathfully

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

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

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

Regn. No. \_\_\_\_\_

Mobile No.(Self) \_\_\_\_\_

(\*Name of the Bank/ Office with complete address)

\_\_\_\_\_  
\_\_\_\_\_  
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