

To

The Principal
Govt. College for Women
Rewari

Subject: -Reimbursement of Education Expenditure of Children

R/Madam,

It is requested that the expenditure on the education of my children may kindly be reimbursed as per Haryana Govt. Finance Department memo no. 4/5/2009 5FR dated 18-06-2009 and dated 27-08-2014 and dated 20-06-2018.

I certify that I am eligible to raise the claim. It is also certified that I am the only one from my family to claim the same.

The details of my children are as below:

| Sr. No | Name of the Child | Class | Age | Per Month Claim | Period of Claim | Total Claim (Rs.) |
|--------|-------------------|-------|-----|-----------------|-----------------|-------------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |

Father's Name:

Mother's Name:

Signature of the Employee
Name:
Designation: