

To

The Ld. District and Sessions Judge,
Kaithal.

Affix attested
passport size
two
photographs

Subject: Application for the post of Clerk (*purely on Ad-hoc basis*)

Respected Madam,

It is respectfully submitted that I am applying for the subject cited post. It is, therefore, requested that my application may kindly be considered and I may kindly be given an opportunity to serve in your Sessions Division. **My Bio-data is as under:-**

Sr. No.	Particulars	Details			
1.	Name (In capital letters)				
2.	Father/Husband's Name				
3.	Category (Attach latest certificate)				
4.	Whether belong to PwBD category. If yes, mention disability percentage (attach certificate)				
5.	Date of Birth				
6.	Permanent Address				
7.	Correspondence Address				
8.	Contact Number				
9.	E-mail address/detail				
10.	Educational Qualification	Class	Passing Year	Board	Percentage
11.	Experience, if any				

Dated:

(Signature of the applicant)

This is to certify that the above information is true to the best of my knowledge and nothing has been concealed herein. In case, any of above mentioned information is found false/incorrect then my candidature may be treated as cancelled.

(Signature of the applicant)