

(On the Letterhead of Donor with address, mobile & email)

Date:

To,
Hon. Secretary
Dilip Nabera Mewad Hostel
Shri Ambesh Soubhagya Mewad Charitable Trust
Mewad Bhawan, Cello Compound,
Sonawala Road, Goregaon (East),
Mumbai 400063

Sir,

Sub: **Recommendation for admission – Donor’s Quota**

I request you to please grant admission to Mr. _____ who has applied for admission in ‘**Dilip Nabera Mewar Hostel**’ of the Trust under my donor’s seat.

I have verified that Mr. _____ is eligible for admission and fulfills the admission criteria. I assure that he shall pay all of his dues well in time and shall abide by the Rules & Regulations and discipline of the hostel. In case, he is found indulged in any act of indiscipline, his admission may be cancelled without prior information to me.

I am aware that sometime due to practical problems it may not be possible for you to allot a seat for the current term, in such a situation, you may please put his name in the waiting list and give him admission whenever available and oblige.

Thanking you,
Yours Truly,

(_____)