

To
The Principal
DAV Public School,
MCL, Jagannath Area

Sub:- **Declaration regarding contractual employee of MCL, _____ Area.**

Respected madam,

This is to inform you that, I Sri/Smt. am working under M/s....., a registered Contractor of MCL, Area. My ward Master/Miss. may kindly be categorized as **Ward(s) of Contractual Employees of MCL**. The photocopies of my Appointment letter & Identity Card issued by the employer (Contractor) are enclosed herewith for your kind reference and record.

Date.....

Signature.....

Full Name.....

Designation.....

Office Address.....

.....

.....

F/O, M/O.....

Class & Section.....

Countersigned by the Principal Employer
(Contractor) with Official Seal

Certified by the Competent Authority of
Area Concerned of MCL with seal

(Office Despatch. No..... Date.....)