

Dummy File

SITARAM JINDAL FOUNDATION

11, Green Avenue, Behind Sector D-3, Vasant Kunj, New Delhi – 110070

Email: scholarship.del@sitaramjindalfoundation.org

Date: 05.08.19

The Principal
Govt. Industrial Training Institute
Karsog
Mandi – 175 011
Himachal Pradesh

Email : ddoitikarsog@gmail.com



Dear Sir/Madam,

Sitaram Jindal Foundation, the CSR Wing of Jindal Aluminium Ltd., Bangalore, an about Rs.2500 Cr. turnover company is currently giving liberal scholarships to more than 10,000 poor & needy students including those studying in ITIs , +2 Course (11th & 12th Std.), Graduation/ PG Courses/ Diploma Engg./ Engg. Courses/ Medicine Courses etc. Full details of our Scholarship Scheme are available on our website www.sitaramjindalfoundation.org

We would like to substantially increase the number of scholarships, particularly to the meritorious & needy students throughout the country for completing their education.

We request you to kindly give wide publicity to this Scholarship Scheme by putting it up on the Notice Board of various Faculties and also by publishing in College/Institute magazine. You may also like to make an announcement regarding the scheme in the Student's assembly session.

The objective of the scheme is to extend financial help to deserving & needy students. We are sure your kind gesture will go a long way in helping the needy students to continue their studies by availing of this liberal scholarship scheme.

We shall be highly grateful if you extend your esteemed co-operation through speedy recommendation and attestation of the form, at your level.

Please send your or your authorized signatory's specimen signature duly attested by you in the attached Proforma, to process the scholarship applications, when received.

With regards,

Yours Sincerely,
For Sitaram Jindal foundation

(Authorized Signatory)

Encl: as above

→ Scholarship Incharge
Circulate copy among the staff
Trainees / Notice Board for
wide publicity.

5/9/19



SPECIMEN SIGNATURE PROFORMA (Sitaram Jindal Foundation)

Full Name of the School /
College / Institute

Address of School /
College / Institute

Name of the Principal/
Head of the Institution

Specimen signatures (Full)(Short)
(with Designation &
Rubber Seal)

Name of the
Authorised Person

Specimen signatures (Full)(Short)
(with Designation &
Rubber Seal)

Please note that all your correspondence/recommendation will be checked with the above specimen signatures for scholarship purpose. Any change of Principal/Head of the institution/Authorised signatory should be immediately informed alongwith specimen signature of new person.