

SCHEDULE

To,

The Executive Officer,
Kanpur Cantonment.

Sir,

I / we request that I / we be permitted to inspect / supplied with a copy or extract from the following register / book / record / document.

A sum of Rs..... only is remitted herewith in advance which may please be adjusted towards the full amount due and I / we promise to pay the balance (if any), before the receipt of the required copy or extract.

1. Name and description :
of register, book, record or
document.
2. Year to which it relates :
3. Urgent or ordinary :
4. Purpose for which required :
5. Date of submission of the
application. :

Yours faithfully