



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
RAE BARELI

Date: _____

To,

The Director

Rajiv Gandhi Institute of Petroleum Technology
Ratapur Chowk,
Raebareli-229316 (U.P.)

Please approve one time payment of ₹_____ (₹_____ Only) by
RGIPT towards one-time grant for furniture. I understand that if I resign my services from my
services to RGIPT before completion of 3 years, I will refund the proportionate as will be applicable
for the balance period.

Signature: _____

Designation: _____

(SIGNATURE OF APPROVING AUTHORITY)