



Refund Claim Form

I have deposited Rs: _____ (in words) _____
as workshop registration fees for the workshop(s) _____
via Challan / Draft No. / Pay Order No. _____ dated _____ Bank _____
Branch _____. Due to personal reasons, I will not be able to attend workshop(s),
so I request you to kindly refund the amount for unattended workshop(s). I know that I will get 50%
of amount for unattended workshop(s), as 50% will be deducted as application processing fee.

My particulars are as under:

Name: _____	Father's/Husband/s Name: _____
C.N.I.C. No. _____	Date of Birth: _____
CPSP ID (Mandatory): _____	RTMC Reg. No: _____
Designation: _____	Speciality: _____
Institution: _____	
Residential Address: _____	
Cell No: _____	E-mail: _____

WORKSHOP ATTENDED DETAILS			
Workshop Title	Workshop Fees Paid	Workshop Attended	
		YES	NO

Date _____

Signature of Applicant

Sign Receiving Office at Regional Center

For Use by Regional Centre

Date _____

◇ Workshop(s) status changed to "Refund"

Workshop Management Unit