

GAYA PRASAD
DIRECTOR
Tele No. 2338 4253

D.O.No.F.1- /2012-Sch.5(NAT)

Dated, the , 2012

Dear

I have great pleasure to inform you that you have been selected for the **National Award, 2011** under this Ministry's scheme of National Award to Teachers. Hon'ble President of India shall give away the awards at a function scheduled to be held in Vigyan Bhawan, New Delhi on September 5, 2012.

Each Award carries a certificate of merit, a cash award of Rs.25,000/- and a Silver Medal. In order to facilitate your participation in the Award Ceremony, you will be entitled to:

- ❖ Reimbursement of 2/AC rail fare or the actual fare paid, whichever is less, alongwith one accompanying person, from the nearest Railway Station of your place of residence.
- ❖ Free boarding, lodging and transport facilities during your stay in Delhi from **03rd September to forenoon of 06th September, 2012.**

The rehearsal for the award ceremony will be held on 4th September, 2012 from 10.00 a.m. You are, therefore, requested to plan your arrival in Delhi accordingly. Detailed advisory regarding your travel to Delhi, place of stay and other information will be sent to you separately.

In the meantime, we would request you to kindly furnish the following information/documents, urgently:

- ❖ Two copies of your recent passport size coloured photographs on a white background, (should not be defaced in any way) of which one photograph should have your signature on the reverse side and attested by the gazetted officer. The other photograph should bear your name and the name of your State on the reverse side.

....2/-

- ❖ Name, designation and present mailing address of your school and your residence, clearly written in Hindi and English, separately and the bank details as per proforma enclosed at Annexure I and II.
- ❖ Details of the person accompanying you during your travel to Delhi as per Annexure III.

The above information may be sent urgently.

With kind regards,

Yours sincerely,

(Gaya Prasad)

To

Awardee Teachers

The information regarding one accompanying person of the Awardee Teacher who will accompany him/her during the Award Ceremony:

Proforma should be filled neatly in English.

1. Name :.....
2. Father's/Husband's Name:.....
3. Relation if any with Awardee Teacher:.....
4. Age:.....
5. Gender:.....
6. Residential Address:
.....
.....
.....
.....
7. Occupation:.....
8. Nationality:.....

Declaration by the Awardee Teacher

It is certified that Shri/Smt.....
is my wife/husband/son/daughter/..... who will accompany me for attending
National Award to Teachers Function.

Signature of Awardee Teacher

