

From,

Affix Court Fee Stamp of Rs. 5/-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:-\_\_\_\_\_

To,

The Sarpanch,

VP \_\_\_\_\_,

Pernem-Goa.

Sub:-Request to issue character certificate.

Sir/Madam,

I, the undersigned Shri/Smt/Kum. \_\_\_\_\_ age of \_\_\_\_  
years Son/daughter/wife of Shri. \_\_\_\_\_ and  
Smt \_\_\_\_\_ is residing at H.No. \_\_\_\_\_ situated at  
\_\_\_\_\_ since \_\_\_\_\_.

I request you to issue the Character certificate which is required for the purpose of  
\_\_\_\_\_.

I Hope you will do the needful as early as possible.

Yours faithfully,

(\_\_\_\_\_)

Encl:-

1. Birth Certificate
2. Ration card xerox
3. Election card xerox