

Procedure for new copy of Registration certificate

1. Surrender original Registration Certificate.(In torn ,mutilated ,whatever condition)
2. Application for new copy.(given below)
3. Four 3.5X 4.5 cm size, identical, front pose ,recent photographs.
4. Identity slip duly attested by gazetted officer / Principal of school or college(given below)
5. Address slip duly filled in.
6. Remit Rs . 200/- (Provided registration is renewed up to date)
7. Proof of date of birth

<u>FOR OFFICE USE</u>		<u>FOR OFFICE USE</u>	
Remark-		Inward No-	
Date-	Amt-	Date-	
Receipt No-	Sign-	Forwarded to -	

The Registrar-MSPC

I would like to furnish the details as – **Registration number** _____ **date** _____

Name in full _____

Registration number and date _____

Present communication address - _____

Professional address (if applicable) _____

Telephone number (Residence) _____ Mobile _____

E mail id _____

I hereby assure that information furnished above is true and surrendering my old certificate along with requisite documents and remitting necessary charges for same . Request you to issue me **new copy of Certificate**

Yours truly, _____ ← (**Signature**)

IDENTITY SLIP
(To be attested)

This is to certify that I know Shri./Smt. _____
residing at (Address) _____
for the last _____ Years and he/she bears good moral character. I Further certify that

the adjunct & Specimen signatures in duplicate of Shri / Smt. _____ are recent.

Recent photo
front pose
3.5cmx4.5cm
Affix here

Signature & SEAL of the Principal/

Gazetted officer

Applicant's Signatures

Application for new copy of registration certificate

To
The Registrar, MSPC
Mulund, Mumbai

<u>FOR OFFICE USE</u>	
Receipt No	Date
Amount	sign

I would like to furnish the details as under –

Name in full _____

Registration number and date _____

Present communication address (new) _____

Professional address (if applicable) _____

Tele. number (Residence) _____ Mobile _____ E mail id _____

I hereby assure that information furnished above is true and request you to issue me new copy of Certificate. I am surrendering my old certificate alongwith requisite documents and remitting necessary charges for same

Thanking you,

Yours truly

PHOTO FRONT POSE 3.5cmX4.5cm

IDENTITY SLIP
(To be attested)

This is to certify that I know Shri./Smt. _____

residing at (Address) _____

for the last _____ Years and he/she bears good moral character. I Further certify that the adjunct

& Specimen signatures in quadruplicate(4) of Shri / Smt. _____ are recent.

Signature & SEAL of the Principal/

Gazetted officer

Applicant's Signature