

Mrs _____
(Correspondence address)
Tele : _____ Mob _____

Dated :

To,
The Secretary
Rajendra Sinhji Army Mess and Institute
(Address)

TRANSFER OF MEMBERSHIP NO :

Dear Sir,

1. I regret to inform you that my husband Rank _____ Name _____
_____ (Retd), P.No _____ expired on _____ at _____.
2. It is kindly requested that his Membership No _____ may please be transferred to my name. Two copies of my attested photographs are enclosed.
3. All correspondence and billing may please continue to be done at the present address as before.

Thanking You,

Your faithfully,

(Mrs _____)