

TRIPURA BOARD OF SECONDARY EDUCATION  
P.O: Kunjaban, Agartala, Tripura West, PIN: 799 006

**FORM OF APPLICATION FOR DUPLICATE/ TRIPPLICATE  
MARKSHEET / ADMIT CARD**

To  
The Secretary,  
Tripura Board of Secondary Education,  
Nehru Complex, Gurkhabasti,  
P.O. : Kunjaban, Agartala,  
West Tripura.

Through the Headmaster/ Headmistress,  
\_\_\_\_\_ School,  
\_\_\_\_\_

**In case of loss/theft of  
Original document,  
Police General Diary**

No. \_\_\_\_\_  
dated \_\_\_\_\_

Signature of  
the Officer-in-Charge of  
the Police Station with seal

Sir,

I have the honour to request you to issue **Duplicate/ Triplicate Marksheet/ Admit Card** in my favour in respect of the following examination as the original/duplicate one has been lost/ stolen / damaged/ destroyed.

1. Sri / Smt. \_\_\_\_\_  
S/ O, D / O \_\_\_\_\_  
appeared / passed the \_\_\_\_\_ Examination  
held in the month of \_\_\_\_\_ of the year \_\_\_\_\_ with  
Roll \_\_\_\_\_ No. \_\_\_\_\_ Centre \_\_\_\_\_  
from \_\_\_\_\_ school as a Regular / Cont. / Spl. /  
Single-subject / External candidate and placed in the \_\_\_\_\_ division.

An amount of Rs. \_\_\_\_\_ has been paid as per Challan of T.B.S.E.\* bearing  
No. \_\_\_\_\_ dated \_\_\_\_\_.

I do also hereby undertake to return the duplicate/triplicate to the authority of TBSE if the original is found.

Yours faithfully,

Dated \_\_\_\_\_

Full signature of the candidate (in English)

Enco:  
1. Challan.

**Address(with Police Station):**

2. Passport size photograph (Front Attested) of the  
candidate (in case of Duplicate Admit Card).

**Signature with Seal**

**Headmaster / Headmistress of School**

\* Rs. 5/- (Rupees Five) only may be added with the Fees in the Challan.