

To

The District and Sessions Judge,  
Ambala

Subject: Application for the post of Clerk on Ad-hoc basis.

Duly self  
attested  
photograph

Respected Sir,

It is respectfully submitted that I have come to know through the reliable sources that some posts of Clerk on ad-hoc basis are lying vacant under your kind control. I am applying for the above said post and it is therefore, requested that my application may kindly be considered and I may kindly be given an opportunity to serve in your Sessions Division. My Bio Data is as under :-

Name (in capital letters) : \_\_\_\_\_  
Father's/Husband's Name : \_\_\_\_\_  
Date of Birth(DD/MM/YYYY) : \_\_\_\_\_  
Educational Qualification : \_\_\_\_\_  
Sex : \_\_\_\_\_  
Category : \_\_\_\_\_  
Nationality : \_\_\_\_\_  
Contact number : \_\_\_\_\_  
E-mail ID : \_\_\_\_\_  
Permanent Address : \_\_\_\_\_  
Correspondence Address : \_\_\_\_\_  
Experience, if any : \_\_\_\_\_

Dated: (Signature of applicant)

This is to certify that the above information is true to the best of my knowledge and nothing has been concealed herein. In case any of above mentioned information is found false/incorrect, then my candidature be treated as cancelled.

(Signature of applicant)