

**PERFORMA FOR EXAMINATION CENTRE  
(APPLY ON LETTER HEAD)**

To,

The Controller of Examination  
All India School Scholarship Examination  
Hare Krishna Welfare Society (Regd.)  
Kurukshetra

Subject: Request for creating of centre in the School.

Respected Sir,

I hereby state that large number of students from our school is appearing in Scholarship examination organised by H.K.W.S. We wish to have a permanent centre in our School.

Our School has full arrangements for smooth conduction of exam. The school/head of school take full responsibility and will provide building staff and other requirements for examination.

Kindly create centre in our school and oblige.

Your Sincerely

(Full Home & School Address with Ph. No.)