

Given below is the format of instruction given by donor to IIT Madras Educational Trust to treat the donation given by him/her as towards the corpus fund:

From

Mr/Mrs/Miss: _____

Address: _____

PAN No: _____

To

Secretary-cum-Treasure

IIT Madras Educational Trust

Chennai -600036.

Dear Sir,

Sub: Donation to IIT Madras Educational Trust towards Corpus Fund

I am enclosing herewith a Cheque-No. _____ dated _____ drawn on bank _____ for a sum of Rs. _____/- (Rupees _____ only). This amount is paid as donation with specific direction that it shall form part of the corpus of your organisation Vana Vani Matriculation Higher Secondary School and it may be spend by you in a manner consistent with the Trust objects.

Kindly issue a stamped receipt and also exemption certificate under section 80G of the Income Tax Act 1961 for the above donation. My PAN No. is _____.

Thanking You,

Yours Faithfully,

(Mr/Mrs/Miss: _____)

Date: _____

Place: _____

Enclosed:-

❖ Cheque