



Indian Institute of Technology Indore

R&D Office

NO DUES

Date : ___ / ___ / ___

It is requested to indicate if there are any dues outstanding against Ms./Mr./Drworking as..... at IIT Indore joining date under the supervision of Dr./Prof.Department.....residing at JCB/Hostel.....(Name of the hostel) unit no.....date.....on which intent to vacate the unit.

S No.	Department / Center/ Section	Signature	Remarks
1	Supervisor/ PI		
2	Concerned Laboratory I/C		
3	Central Library		
4	Academic Office		
5	Purchase Section / MMS		
6	Office of Chief Warden		
7	IRAC		
8	SIC		
9	Central Stores		
10	Infrastructure Office		
11	Central Workshop I/C		
12	Sports Officer		
13	Finance & Account Section		
14	Student Affairs		
15	CIIEIR Office		
16	Security Office		
17	Health Center		
18	IT / Computer Center		
19	Guest House and Hospitality		
20	HoD Office		
21	R&D Section		

Signature of Student

1. Project Staff/ Fellow who would like to take No Dues, must fill up this form, sign it and send it to the following email ids to noduesrnd@iiti.ac.in CC: Concerned PI - Concerned Head of Department- Concerned Laboratory I/C.
2. Above mentioned office must intimate R&D Section rdsection@iiti.ac.in if any dues/ recoveries to be adjusted it will be from the last month's salary.
3. If no reply is received from the concerned office within 3 working days, it will be treated as no-dues.
4. IITI ID card must be deposited at the concerned Department.