

To

The Director,  
ICAR-Central Tobacco Research Institute,  
RAJAHMUNDRY - 533 105 (A.P.).

Sir,

With reference to your Offer of Appointment No.F. 1(22)(Steno. Gr.III)(DR)/2018-19/Adm.I, dated 12.03.2019, I submit that I am willing to accept the offer of appointment to the **post of Stenographer Grade III under U.R /O.B.C category**, on the terms and conditions stipulated therein.

I also submit that I am not serving or is under obligation to serve another Central/State Government or Public Authority or any foreign Government negotiations for which are already in progress. I also submit that I have not applied or is being considered for the post elsewhere.

Three sets of the following forms duly filled in all manner are enclosed herewith for kind verification and approval of Appointment Order.

1. Attestation Form
2. Certificate of Physical fitness
3. Certification of Character
4. Latest Caste certificate
5. Form of Oath of Allegiance
6. Declaration of marital status
7. Home Town declaration
8. Return of Assets & Liabilities on first appointment.

Yours faithfully,

Station :	Name (in block letters):
Date :	Mobile No. :
	E.mail id :
	Postal address :