# Security Deposit Submission Form

To,  
Narayan Seva Sansthan,  
Udaipur, Rajasthan.  
  
Subject: Submission of Security Deposit  
  
Dear Sir/Madam,  
  
We hereby submit the Security Deposit towards the awarded contract as per the following details:

1. Name of the Vendor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Contract/Purchase Order Reference No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Security Deposit Amount (in INR): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Mode of Payment (DD/Banker's Cheque/Bank Guarantee): \_\_\_\_\_\_\_\_\_\_\_

5. Instrument/Transaction No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Date of Issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Issuing Bank Name and Branch: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We understand that the Security Deposit will be retained till the closure of the contract and no interest will be payable. We also accept that the Security Deposit may be forfeited in case of default, breach of terms, or unsatisfactory performance.  
  
Thank you.  
  
Authorized Signatory:  
Name:  
Designation:  
Seal of the Company:  
Date: