

PLASSEY COLLEGE

Estd.-2010



Affiliated to the University of Kalyani
Naac Accredited 1st Cycle Grade - B



Approved by the UGC under Section 2(f) of UGC Act. 1956

Mira Bazar, P.O.-Plassey, Kaliganj Block, Dist.-Nadia, Pin-741156, West Bengal, India.

Ref. No..P.C./COMPS/III/2026

Date...31./07./26....

To
The Teacher-in-Charge (TIC)
Asannagar MMT College,
Asannagar, Nadia

Subject: Request for Deputation of the Accountant for Official Discussion and
Accounts-Related Work

Dear Sir,

I hope this letter finds you well.

I would like to request you to kindly depute the Accountant of your College, Sri Atanu Sikdar to Plassey College on a mutually convenient date for an official discussion concerning certain accounts-related matters. The purpose of the meeting is to facilitate verification and reconciliation of financial records, discuss accounting procedures pertaining to common administrative matters, clarify certain financial transactions, and ensure timely compliance with audit and statutory requirements.

The Accountant's presence would greatly assist in resolving the pending issues efficiently and maintaining accuracy and transparency in the financial records.

I shall be grateful if you kindly allow Sri Atanu Sikdar, the Accountant to visit Plassey College at your earliest convenience.

Thank you for your kind cooperation.


Yours faithfully,
Principal
Plassey College
Mirabazar, P.O.-Plassey, Dt-Nadia

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Ref. No. Ref/22/2026



Date 01-08-2026

Certificate of Appreciation

This Certificate of Appreciation is proudly presented to Sri Atanu Sikdar, Accountant, Asannagar Madan Mohan Tarkalankar College in recognition of his valuable support, sincere cooperation, and professional assistance extended to Plassey College during the official discussion and accounts-related work on 01.08.2026.

His expertise, dedication, and meticulous approach and guidance in ensuring compliance with audit and statutory requirements have been highly appreciated. His contribution has significantly facilitated the smooth and transparent management of financial and administrative processes.

Plassey College expresses its heartfelt gratitude for his commitment, professionalism, and exemplary service. We wish him continued success in all his future endeavors.

Principal

Plassey College
Principal
Plassey College
Mirabazar, P.O.-Plassey, Dt.-Nadia