

APPLICATION FOR REFUND OF FARE

The Chief Commercial Manager (Refunds),
East Coast Railway,
1st Floor, North Block, Rail Sadan
Bhubaneswar – 751017 (Odisha)

Sir,

Sub: Claim for refund of Fare on Ticket /PNR No.

1. The TDR was issued on cancellation of the above mentioned tickets at
.....Railway Station.
2. Reasons for cancellation of journey.....
3. Name of passengers for whom the ticket was issued.
 - 1..... 4.....
 - 2..... 5.....
 - 3..... 6.....
4. Out of the above persons, the persons at Sl.Nos.....to.....
not travelled from station tostation
5. Additional information, if any.....
6. I request that the refund due under the rules, may please be sent to me at my following address.
Name of the Railway Station serving my place of residence is.....
7. Preferable mode of payment. Station pay order / cheque / money order /: (Tick/mark any one).
Signature of claimant:
Name (in block letters) :
Date : ... Full postal address :
(in clear block letters)