

To  
The Chairman  
Hall Management Centre  
IIT Kharagpur

(Through proper channel)

ACCEPTANCE FORM

Sir,

I do hereby accept the offer of appointment on Promotion for the post of \_\_\_\_\_ on the terms and conditions mentioned in the Office Order No. HMC/IIT/R&PR/2026/01, DATED 16<sup>th</sup> February 2026.

Thanking you,

Yours sincerely,

Date:

Place: IIT Kharagpur

Signature : \_\_\_\_\_

Name in Full : \_\_\_\_\_

Emp. Code : \_\_\_\_\_

Place of Posting : \_\_\_\_\_