

Reason for Delay

Sir,

I could not sent property statement within prescribed time as papers/documents regarding salary statements were misplaced somewhere in the house. At this time when my transfer is due and started packing household I found aforesaid papers/documents lying in home library, hence I am sending property statement now.The mistake and lapse on my part is not intentional and same is bonafide and I plead mercy for it.

And for this act of kindness the applicant, as in duty bound shall ever pray.

Regards.