

Sri Guru Gobind Singh College of Commerce

SMS

Date : _____

Date on Which it is to be sent : _____

Message (Max 250 characters):

Recipients: Teachers/ Permanent Teachers/ Adhoc Teachers/Non-Teaching/ Students:

Any Detail: _____

Principal

(Name _____

Signature _____

Date _____)

Note: Submit form to P.A to principal after approval from principal. Also Mail Soft Copy of this document with details (if any) to **websggsc@gmail.com** with proper subject.