

Memo. No. 3880/V-51(Part-5)/BDA

Dated: 27 / 11 /2020

From : Chief Executive Officer,
Burdwan Development Authority,
Purba Bardhaman

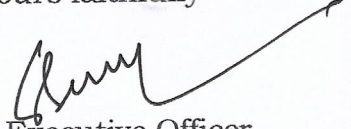
To : The Additional District Magistrate (General),
Purba Bardhaman

Sub :- Reservation of the BDA Meeting Hall on 28/11/2020 at 04:00 pm
onwards for an important meeting.

Sir,

With reference to your letter under Memo No. 499(52)/1(2)/CON Dated 27/11/2020 this is to confirm that the meeting hall of the Burdwan Development Authority at the 5th Floor of the New Administrative Building of the Collectorate, Purba Burdwan, is reserved for holding the above meeting on 28/11/2020 from 04:00 pm onwards.

Yours faithfully



Chief Executive Officer,
Burdwan Development Authority
Purba Bardhaman

Memo. No. 3880/1(4)/V-51(Part-5)/BDA

Dated: 27 / 11 /2020

Copy forwarded to:

1. The Nazareth Deputy Collector, with request to arrange deposit of the reservation cost of the meeting hall totally amounting to Rs. 3,000/- (Rupees three thousand) only
2. The Cashier, Burdwan Development Authority.
3. The Assistant System Manager with request to upload the confirmation letter in the office Website.
4. Syed Imran Hossain, Burdwan Development Authority for information & taking necessary action.


Chief Executive Officer
Burdwan Development Authority
Purba Bardhaman