

# COVERING LETTER

Title of the Record Attempt (As given in the Specific Guidelines Pack)

Name of the Applicant:

## PERSONAL INFORMATION OF THE RECORD CLAIMANT

First Name: ..... Middle Name: ..... Last Name: .....

Organization: .....

Designation: .....

Date of Birth: ...../...../..... Gender: ..... Qualification: ..... Nationality: .....

Address 1: ..... Address 2: .....

Address 3: ..... Address 4: .....

City / District / Town: ..... Province / State / Region: .....

Postal Code: ..... Country: .....

Mobile Number: ..... Telephone Number: .....

I have enclosed my Aadhaar Card Copy? YES

## Information About the Record Attempt

Title of the Record Attempt:

Name of the Applicant:

Explain about your achievement in the Record Attempt?

[Empty text box for explaining the achievement]

Where did the Record attempt take place? (Please Specify the Venue, City/District/Town, Province/Sate/Region, Country)

[Empty text box for location details]

When did the Record attempt happen?

[Empty text box for date]

How many Witnesses were involved in the attempt?

[Empty text box for number of witnesses]

How many Time Keepers were involved in the attempt?

[Empty text box for number of time keepers]

How many Stewards were involved in the attempt?

[Empty text box for number of stewards]

I have enclosed the following evidences along with the Covering Letter of the Record attempt (Please tick as Applied)

- Schedule A
- Photographs DVD / Pendrive
- Others Please Specify
- Schedule A
- Video Footage DVD / Hard Disk
- Witness Statement
- Participant Log Book
- Time Keeper Statement
- Visitors Log Book
- Steward Statement
- Media Coverages

Please Specify [Empty box for specifying other evidences]

I ..... have hand written and signed the Covering Letter for the Record Attempt on

..... at .....

Name [Empty box] with Initial

Signature [Empty box]