

Date: _____

COVERING LETTER FORMAT

To,
The Manager,
Registration Team,
Tata Mumbai Marathon 2020

Dear Sir,

Sub: Purchase of Scratch Card codes for Online Dream Run / Sr. Citizens' Run / Champions With Disability registrations for Tata Mumbai Marathon 2020

We confirm that we have gone through the event entry rules & regulations and application guidelines and with pleasure we like to purchase scratch cards for Dream Run registrations with the appended details:

***Group Name:** _____

***Total number of scratch card purchased of Dream Run / Sr. Citizens' Run / Champions With Disability race category:**

***NEFT / Cheque/ DD Payment details:**

Transaction/Cheque/DD date.: _____

Transaction/Cheque/DD reference number: _____

Amount: _____ Bank: _____

***Invoice details:**

Invoice to be raised in the name of the company/NGO/ any other entity: _____

Address to be mentioned in the invoice: _____

Name of the Point of contact of the group: Ms./Mr. _____

Email ID of Point of contact of the group: _____

Alternate Email ID of Point of contact of the group: _____

Contact Number of point of contact of the group: _____

***PAN Card details of company / NGO /any other entity (photo copy attached):** _____

***GST Number of the company/NGO/any other entity:** _____

***State (GST) _____ and State Code (GST):** _____.

***Mandatory fields**

The point of contact for the group (will receive group confirmation email and will get the running bibs collected on behalf of the group from the expo)

We hereby confirm that the distribution of these codes to our group members will be solely our responsibility and we agree to the guidelines that purchasing scratch cards does not guarantee entry to the event and the members of the group need to register online on www.procam.in/tatamumbaimarathon using scratch card codes before the registration end date or till the running spaces are available. Event promoters will close registrations as and when the running spaces are filled. Once scratch cards are purchased, it can only be used online for Tata Mumbai Marathon 2020 edition and till the time registrations are open or running spaces are available. Unused scratch cards cannot be returned or cancelled and the amount paid for purchasing unused scratch cards will be refunded (NEFT) after deducting processing fees of Rs 150. Kindly email us the scratch card codes.

Yours Sincerely,

(Authorized signatory with designation, contact details and official stamp on its official letter head)