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1. Dist. SPC P.S. Bhaktinagar Year 2025 FIR No. 961/25 Date 29/09/25
 2. i) Act BNS, 2023 Sections 305 ii) Act - Sections -
 iii) Act - Sections - iv) Others Acts & Sections -

3. (a) Occurrence of offence : Day 29/09/25 Date From At about 11:30 hrs Date To -
 Time Period - Time From - Time To -

(b) Information received at P.S. Date 29/09/25 Time 16:05 hrs

(c) General Diary Reference : Entry No (s) 1517 Time 16:05 hrs

4. Type of Information Written (Typed) Written / Or

5. Place of Occurrence : (a) Direction and Distance from P.S. - Beat No. -

(b) Address Mausumi Foundation Building, Sevoke Road, Near Styam Mandir Road, Siliguri

(c) In case outside limit of this Police Station, then the

Name of the P.S. - District -

6. Complainant / Informant :

(a) Name Swapan Roy

(b) Father's / Husband's Name Mr. Lakshmi Kanta Roy

(c) Date / Year of Birth - (d) Nationality Indian

(e) Passport No. - Date of Issue : - Place of Issue -

(f) Occupation -

(g) Address National Mausumi Foundation, Sevoke Road, Near Styam Mandir Road, Siliguri

7. Details of known / suspected / unknown accused with full particulars

(Attach separate sheet, if necessary) :

Unknown

8. Reasons for delay in reporting by the Complainant / Information

9. Particulars of properties stolen / involved (Attach separate sheet, if necessary) :

① one Laptop ② one ply cutter machine
③ Approx 25 kgs of scrap rods

10. Total value of properties stolen / involved -

11. Inquest Report / U.D. Case No. If any -

12. FIR Contents (Attach separate sheets, if required) : The original typed complaint which is
tweeted as FIR is attached herewith.

13. Action Taken : Since the above report reveals commission of offence(s) as mentioned at item No. 2., Registered the case and took up the investigation / directed AS2 Krogen Balam to take up investigation / refused investigation / transferred to P.S. - on point of jurisdiction. FIR read over to the Complainant / Informant, admitted to be correctly recorded and a copy given to the Complainant / informant free of cost.

14. Signature / Thumb impression of the Complainant / Informant is on the complaint

15. Date & Time of despatch to the court :

Signature of the Officer-in-Charge, Police Station SPC Bhaktinagar
 Name SPC Bhaktinagar

Rank : No. IC Bhaktinagar
AS, SPC

To,
The Officer In Charge,
Bhaktinagar P.S.,
Dist- Jalpaiguri.

Date: 29/09/2025

Sub: Request to Register a Complaint

Dear Sir,

I am Swapan Roy (S/O Late Laxmi Kanta Roy), currently working with the National Marwari Foundation, Sevoke Road, Near Shyam Mandir Road, Siliguri.

I am writing to report a theft that occurred in our office today. Someone has stolen one laptop, one ply cutter machine, and approximately 25 KG of scrap roads from our premises. The incident took place around 11:30 AM when the thief broke the lock of the office room to gain access and steal our items.

Mr. Dilip Roy, a resident of the Marwari Foundation building, heard noises coming from the office room at the mentioned time. He promptly came to investigate but unfortunately, the thief had already escaped by the time he arrived.

In light of this incident, I respectfully request that you register my complaint and provide me with an attested copy for our records.

I would be grateful if you could take the necessary action to trace the stolen items and apprehend the thief.

Thank you for your attention to this matter.

Sincerely,

Swapan Roy

Swapan Roy

National Marwari Foundation

Sevoke Road, Near Shyam Mandir Road, Siliguri

M NO - 9933060822

*Received on 29/09/25 at 16:05 hrs with
GDE NO- 1517 and stated Bhaktinagar
PS case NO- 961/25 Dtd- 29/09/25
305 BMS, 2023 and endorsed to ASI
Krogen Bauman for investigation.*

[Signature]
Inspector-in-Charge
Bhaktinagar Police Station
Siliguri Police Commissionerate