NATIONAL SANSKRIT UNIVERSITY, TIRUPATI – 517 507

FORM FOR REIMBURSEMENT OF CONTINGENT BILL

To
The Registrar
National Sanskrit University
TIRUPATI

Date:

Sir,

Sub:- Reimbursement of Contingent bills – Requested – Regarding

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I herewith submit _____(Nos.) Vouchers for a sum of Rs _____ (Rupees _____ only) towards the expenditure incurred by me in connection with _____ as detailed below and it is requested that the same may kindly be reimbursed to me at early date:

Bill No	Details of Expenditure/Name of the Company	Amount

(Separate sheet may be used for more details)

Yours faithfully

Signature :
Name :
Designation :

PFMS Vendor Code:
Bank Account No.:

VERIFICATION –CUM-SANCTION ORDER

Sanction No:

Date:

The bills are verified and found correct. Hence, sanction is/may be accorded for an expenditure of Rs.....and drawing & disbursing the same from Grant-in-Aid / Other Grant viz.....for the FY.....

Clerk/Asst SO AR(Estt) DR FO Registrar

PASS ORDER

Passed for Rs ..... (Rupees..... only)

Clerk/Asst SO AR(F&A) FO Registrar