Govt. Polytechnic, Rajpur Sadhaura.

T.I. Sanction Performa

A temporary imprest of Rs. ……..(Rs.
……) may please be issued to
me for the purpose of . ……
……
……
……..
……
……

Allowed By: Recommended By: T.I. Demanded By:

Principal HOD/Officer Incharge Signature
Name
Deptt.

Received Rs. . ……..(Rs.
……)

Signature of T.I. demanding Officer/Official

Govt. Polytechnic, Rajpur Sadhaura.

T.I. Sanction Performa

A temporary imprest of Rs. ……..(Rs.
……) may please be issued to
me for the purpose of . ……
……
……
……..
……
……

Allowed By: Recommended By: T.I. Demanded By:

Principal HOD/Officer Incharge Signature
Name

Deptt.

Received Rs. . …….(Rs.
……)

Signature of T.I. demanding Officer/Official

Govt. Polytechnic, Rajpur Sadhaura.

T.I. Statement Performa

Amount of T.I. Rs. ……..
Date of T.I. ……..
T.I. Taken by Name …….. Designation ……
Particulars of Bills:-

Sr. No.	Name of Firm	Bill & Date	Amount

Total Expenditure:
Balance amount to be returned to cashier:
Date:

Signature of Officer/Official
Name
Deptt.

……
……..

Govt. Polytechnic, Rajpur Sadhaura.

T.I. Statement Performa

Amount of T.I. Rs. ……..
Date of T.I. ……..
T.I. Taken by Name …….. Designation ……
Particulars of Bills:-

Sr. No.	Name of Firm	Bill & Date	Amount

Total Expenditure:

Balance amount to be returned to cashier:

Date:

Signature of Officer/Official

Name

Deptt.