

**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.**

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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
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Total Expenditure:

Balance amount to be returned to cashier:

Date:

Signature of Officer/Official  
Name  
Deptt.

.....  
.....

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Name

Deptt.