

DRAWAL OF CONTINGENT ADVANCE

1. Name of the Officer :
2. Designation :
3. Amount required :
4. Source of fund : Institute / Project RP / IND _____
5. Purpose and details for which advance is required:

Sr. No.	Purpose for which the advance is required	Estimated amount (Rs.)	Remarks, if any
	TOTAL		

(Attach indent / office order, if any)

- (a) I undertake that the advance drawn will be settled within a period of 30 days of its drawal.
- (b) Any contingency pending : Yes / No
If yes, details thereof _____

Signature of the Officer

Date: _____

FOR OFFICE USE ONLY

Details of unsettled advances, if any:

- (a)
- (b)
- (c)

Sanctioned / Not Sanctioned

Dealing Assistant

Finance Officer

Head of Office