

Shaheed Bhagat Singh College of Engg. & Tech. Ferozpur

Application for Advance

Name \_\_\_\_\_ Designation \_\_\_\_\_

Department \_\_\_\_\_

Purpose of taking Advance \_\_\_\_\_

Amount Required \_\_\_\_\_ (in words) \_\_\_\_\_

I will adjust the above said advance within 30 days and unspent amount will be deposited by me in the college within 07 days (Referred college bye-law rule no. 13.5), failing which I will be personally responsible for any type of audit objection/ penalty or action taken by college as per college bye-law rules.

Advance if already taken \_\_\_\_\_

Advance if already taken \_\_\_\_\_ Reason for non adjustment of this advance. \_\_\_\_\_

Signature of Applicant

Approved/ Not approved From GIA A/c, Misc. A/c, Stu. Acti. A/c, Uni. A/c, Tuition fee A/c any other \_\_\_\_\_ A/c.

Entered in Temporary Advance Register Page no. \_\_\_\_\_ Sr. no. \_\_\_\_\_

Registrar

OI/(A/C)

Supdt. A/c

Submitted for approval please.

Director

Note:- Must mention name of fund and A/c while submission of adjustment of advance taken / balance amount deposited.