



No. VSSUT/ / /20

Date:

**APPROVAL FOR IMPREST CASH**

1. "Head of Account" Recurring (sub head: Contingency)
2. Name of Funding Agency:
3. Scheme of Project Grant:
4. Project Title:
5. Sanction Order No. and Date:
6. Name of Principal Investigator (PI):
7. Department:
8. Total Amount of Approved Grant: ₹
9. Total Approved Amount under Recurring: ₹  
(sub head: Contingency)
10. Balance Amount under Recurring Head: ₹  
(sub head: Contingency)
11. Amount of Imprest Money to be disbursed: ₹10,000.00 (Rupees Ten thousands only)
12. Details of Bank Account of PI  
Account No.  
Name of Bank  
IFSC Code  
Period Required for Utilization

This is certified that the imprest money as claimed in #11 above is required to meet the small and casual expenses for the project and any other Imprest has not been outstanding against me. Recommended for approval and payment from the Project grant.

Principal Investigator

Co-Investigator

Head of the Department

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Remarks: Verified the details mentioned above and found satisfactory. Submitted for kind approval for payment of Imprest cash and Recorded in the project file no:

Dealing Assistant

Associate to Dean (SRIC)

Approved by Vice-chancellor on Date:

Submitted for pass and payment of the amount:

Under ₹	Passed for payment of ₹	(Rupees	
only) and Paid vide Cheque No.	Date:	Voucher no.	Entered in cash book page No.
RTGS/NEFT UTIR No.	Date:	of Bank Name:	

Dealing Assistant

Comptroller of Finance