भारतीय प्रौद्योगिकी संस्थान रोपड़



INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Research & Development

APPLICATION FOR TEMPORARY ADVANCE (Other than TA/LTC Advance)

|  |  |  |
| --- | --- | --- |
| 1. | Name & Designation of the Faculty/Officer/Official : |  |
| 2 | Name of the Department/Centre/Section: |  |
| 3 | Amount of temporary advance: |  |
| 4 | Purpose: |  |
|   5 |  Project Name and No. |  |
| 6 | Budget Head: | Equipment/Consumable/Contingencies etc. |
| 7 | Email ID/Contact No.  |  |
| 8 | SBI Bank Account No. |  |

The adjustment account against this advance would be submitted within a period of one month from the date of drawl of advance.

Signatures of the applicant

Recommended

Head of Deptt. /P.I./Project Co-ordinator/Sectional Head

**FOR USE IN AUDIT/ACCOUNT SECTION**

Project Name………………….. Budget Head………………… Available Funds………………

Dealing Assistant

Funds are available in the concerned project under the budget head. Temporary advance of Rs. may be sanctioned. Entered on Page No. , Sr. No. of Temporary Advance Register. No. of advances outstanding in the name of the applicant for Rs.

JAA SA AUDIT JR (R&D) AD(R&D)

 DEAN (R&D)