

jun 15th 2017

To
The Dean
CUTM-PKD

Sub: Request for approval to 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th December-2017

Dear Sir,

I am (Jnana Bharati Pallai) request you to grant permission to 2nd International Conference on Management, Science, Engineering and Application (ICMSEA-2017) at BITS, Vishakhapatnam from 22nd to 24th December-2017

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

Jnana Bharati Pallai
With Regards

Jnana Bharati Pallai

Sr. Acct



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : ... 23/01/2018

Name of Employee : Jnana Bhasabi Pallai
Purpose of Expenditure : MSSS-A Conference
Expenditure Budget Head : _____

SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2500/-	
02	Travel Allowance	850/-	3350/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	3350/-	3350/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Jnana Bhasabi Pallai
Signature of Claimant

[Signature]
Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

[Signature]

Dy. Registrar Finance

Registrar

J I T M 2017 - 2018
At-VillageAlluriNagar,P.O.-RSitapur,Via-
UppaladaParalakhemundi,Dist: Gajapati – 761211,Odisha,
IndiaPhone:(06815) 222999,223088, Fax: (06815)222150

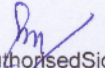
JournalVoucher

No. :JV/03/242

Dated: 31-Jan-11

Particulars		Debit	Credit
Conference Registation Fee	Dr	₹2500.00	
Travel and Conveyance	Dr	₹850.00	₹3350.00
To JnanaBharati Pallai			
		₹ 3350.00	₹3350.00

On Account of:
Being the expenses incurred by JnanaBharati Pallai for conference purpose is now accounted.


Authorised Signatory