

jun 12h 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 (Narayan Gouda) 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

With Regards

*Narayan Gouda*  
Narayan Gouda  
12.06.2017

*Dean*



# JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 31/02/2017

Name of Employee : Narayan Gouda  
Purpose of Expenditure : Conference.  
Expenditure Budget Head : \_\_\_\_\_

## SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2500/-	
02	Travel Allowance	740/-	3240/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	3240/-	3240/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

Gouda  
31.12.2017  
Signature of Claimant

Hees  
Recommended by  
(Dean/Dy. Registrar/HOD)

Checked by

\_\_\_\_\_  
Dy. Registrar Finance

Hees  
Registrar

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

**JournalVoucher**

No. :JV/03/275

Dated: 11-Mar-17

Particulars	Debit	Credit
Conference Registration Fee	Dr ₹2500.00	
Travel and Conveyance To Narayan Gouda	Dr ₹740.00	
		₹3240.00
	₹ 3240.00	₹3240.00

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

  
Authorised Signatory