

To
The Dean
CUTM-PKD

December 11th 2018

Sub : Request for approval to attend 3rd International Conference on Management, Science, Engineering and Application (ICMSEA-2018) at BITS, Vishakhapatnam from 20th to 23rd Dec-2018

Dear Madam,

I am V Rama Lakshmi Request you to grant permission to attend the 3rd International Conference on Management, Science, Engineering and Application (ICMSEA-2018) at BITS, Vishakhapatnam from 20th to 23rd Dec-2018.

Conference registration fee and travel expenses may kindly be reimbursed.

Thanking you

With Regards

V. Rama Lakshmi
Dr. V Rama Lakshmi





JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 29/12/18

Name of Employee : Dr. V. Rama Lakshmi

Purpose of Expenditure : ICMSEA

Expenditure Budget Head :

SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	3000	3000/-
02			
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	3000/-	3000/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		

V. Rama Lakshmi

Signature of Claimant

S. R. K. S.

Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

[Signature]

Registrar

Dy. Registrar Finance

JITM 2018 - 2019

At - Village Alluri Nagar, P.O. - R Sitapur, Via- Uppalada
Paralakhemundi, Dist: Gajapati - 761211, Odisha, India
Phone: (06815) 222999, 223088, Fax: (06815) 222150

Journal Voucher


No. : **JV/03/056**

Dated : **4-Ja**

Particulars		Debit	Cr
Conference Registration fees To Dr.V.Rama Lakshmi	Dr	3000.00	3000.00
		₹3000.00	₹3000.00

On Account of :

Being the expenses incurred by Dr.V.Rama Lakshmi for Conference purpose is now accounted.


Authorised Signa