

December 6th 2019

To
The Dean
CUTM-PKD

Sub : Request for approval to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Dear Madam,

I am (Ivaturi Siva Rama Koti) request you to grant permission to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Conference registration fee may kindly be reimbursed.

Thanking you

With Regards

J. Siva Rama Koti
Ivaturi Siva Rama Koti 6/12/19



JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 27th Dec 2019

Name of Employee : Gratwii Siva Rama Koti
Purpose of Expenditure : ICMSEA-2019
Expenditure Budget Head : _____

SETTLEMENT OF EXPENDITURE

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

S. Siva Rama Koti

Signature of Claimant 27/12/19

Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

APD

Dy. Registrar Finance

Registrar

J I T M 2019 - 2020

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

Dated : 14-Jan

No. : JV/03/187

Particulars	Debit	Cr
Conference Registration fee To Ivaturi Siva Rama Koti	Dr ₹ 2500.00	₹ 2500.00
	₹ 2500.00	₹ 2500.00

On Account of :

Being the expenses incurred by Ivaturi Siva Rama Koti for conference purpose is now accounted.

Authorised Signa