

December 12th 2019

To
The Dean
CUTM

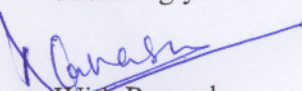
Sub : Request for approval to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Dear Sir,

I am (V.Narasimha Reddy) 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

V. Narasimha Reddy
Asst. Professor





JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

PARALAKHEMUNDI

Date : 03.01.2020

Name of Employee : V. Narasimha Reddy
Purpose of Expenditure : ICMSFA-2019, Conference
Expenditure Budget Head : _____

SETTLEMENT OF EXPENDITURE

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

Narasimha
Signature of Claimant

G. A. H.
Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

Dy. Registrar Finance

ABD
Registrar

