

# SRI GURU NANAK DEV KHALSA COLLEGE NEW DELHI - 5

## STATEMENT OF ACCOUNT OF IMPREST

Amount taken as an advance, if any \_\_\_\_\_

Purpose for which advance was taken \_\_\_\_\_

S. No.	PARTICULARS	Cash Memo or Bill No.	AMOUNT	
			Rs.	P.

**TOTAL**

Certified that a sum of Rs. \_\_\_\_\_ was advanced

Vide Voucher No. \_\_\_\_\_ Dated \_\_\_\_\_

Cashier \_\_\_\_\_ Dated \_\_\_\_\_

Checked \_\_\_\_\_

Recommended \_\_\_\_\_

\_\_\_\_\_  
Signature (Incharge)

Date \_\_\_\_\_

Sanctioned Rs. \_\_\_\_\_

(Rupees \_\_\_\_\_ )

Section Officer Accounts

Bursar

Principal

Received the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

\_\_\_\_\_