

Proforma for drawal of advance from the Imprest

Dated: \_\_\_\_\_

UNIT: \_\_\_\_\_

1. Name & Designation :
2. Amount required from Imprest: Rs. \_\_\_\_\_ /=  
(Rupees \_\_\_\_\_ only)
2. Purpose :

Signature of Applicant

Sanctioned Rs. \_\_\_\_\_ / =

Signature of Director/  
Unit Head

D.D.O., NCIPM, New Delhi

UO Sanction No. \_\_\_\_\_

Dated \_\_\_\_\_