VOUCHER FOR MISCELLANEOUS CONTINGENT PAYMENTS

Vr. No. ___________________________________, Head of A/c ________________, Dated ________________

1. Name of the Purchase/Indentor/User : 
2. Designation : 
3. Detail of items/services proposed to be purchased /obtained:

<table>
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<tr>
<th>SL. No.</th>
<th>Items(s)</th>
<th>Amount</th>
<th>Purpose / Remarks</th>
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4. Justification:

__________________________________________________________________________________________

5. Certified that the above items/services as per the bill / cash memo/ cash receipt passed on overleaf are received in good condition and complete, the qualities are correct, quality good and according to specifications. The rates paid are not in excess of accepted market rates.

6. The above purchase are made/services taken on the authority and instructions of ____________________ and paid the amount.

Submitted for a sanction of above items/services and amount of Rs. ______/- along with bill / cash receipt pasted on overleaf.

Dated: ____________________________ Signature of the above official

The above items/ services and amount of Rs. ______/- / Rupees ________________ (only) are sanctioned.

Director
Paste below the Bill/Cash receipt for the purchase made or services obtained and referred to on overleaf.

Submitted for additional expenditure sanction of Rs. / (Rupees only) towards the items/services purchased /obtained as above.

Signature of the official

Additional sanction of Rs. (Rupees only) accorded

Director

(For office use only)

Necessary entries for the above purchases are made in the Register of , page No. , s. no. after verification.

Store keeper

Asstt. Admn. Officer

Pay a sum of Rs. (Rupees only) from Cash Imprest Account.

Drawing and Disbursing Officer

Received a sum of Rs. (Rupees only)

Signature of the Official