Cash Receipt

Received an amount of Rs. _____ in cash/Cheque No. _____dated _____

from Sri_____, _____
(Name of the payer) **(Designation)**

as _____ in connection with
Expenditure type like auto fare, taxi fare, etc.)

the _____ organized by/for _____ on dated _____.

(purpose/program/event) **Deptt./Section)**

Date of Receipt _____

Signature of the Payee_____ **Signature of the Payer**_____
Name of the Payee _____ **Name of the Payer** _____
_____ **Designation** _____

Certified by-

Signature of the HOD/Section Head_____
Name of the HOD/Section Head _____
Department _____

N.B. The payee should sign on Re. 1 revenue stamp for payment above Rs. 5000/-

Cash Receipt

Received an amount of Rs. _____ in cash/Cheque No. _____dated _____

from Sri_____, _____
(Name of the payer) **(Designation)**

as _____ in connection with
Expenditure type like auto, taxi, etc.)

the _____ organized by/for _____ on dated _____.

(purpose/program/event) **Deptt./Section)**

Date of Receipt _____

Signature of the Payee_____ **Signature of the Payer**_____
Name of the Payee _____ **Name of the Payer** _____
_____ **Designation** _____

Certified by-

Signature of the HOD/Section Head_____
Name of the HOD/Section Head _____
Department _____

N.B. The payee should sign on Re. 1 revenue stamp for payment above Rs. 5000/-