

**INDRAPRASTHA COLLEGE FOR WOMEN
UNIVERSITY OF DELHI**

Proforma for Statement of Expenditure

1. Name of Society/Centre/Deptt:.....
2. Name of Event:.....
3. Date of Event:..... 4. Total nos. of participants.....
5. The details of expenditure are as under:-

S.No	Bill No./ Receipt	Date	Description	Amount (INR)	Remarks
TOTAL:					

Any other information:.....
.....

- Note:**
- (i) The budget has already been sanctioned by the Competent Authority (copy attached).
 - (ii) The event has been completed successfully.
 - (iii) The bills/receipts in original, duly certified, for payment/ reimbursement of expenditure are attached.

Date:..... Signature.....
Name of the Advisor/Incharge:.....

(TO BE FILLED BY ACCOUNTS SECTION)

Expenditure Head:.....
Passed for payment Rs.
TDS (Income Tax) @.....Rs.....
TDS (GST) @.....Rs.....
Expenses payable Rs.....

Dealing Assistant