



**SARDAR SWARAN SINGH NATIONAL INSTITUTE OF BIO- ENERGY**  
( of An Autonomous Institution Ministry of New & Renewable Energy, GOI)  
Jalandhar-Kapurthala Road, Wadala Kalan, Kapurthala-144 601 (Punjab)

**REIMBURSEMENT OF BILL**

Name & Designation of person who spend money : \_\_\_\_\_  
Name of work : \_\_\_\_\_  
Wing Section : \_\_\_\_\_  
Name & Address of Vendor : \_\_\_\_\_  
Bill No. and Da : \_\_\_\_\_  
Total Expenditure : \_\_\_\_\_  
(In words) : \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Dy. Director (F&A) / DDO

Director General

(For office use)

Budget head: \_\_\_\_\_

Passed for payment Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

**Receipt**

Received with thanks Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

Signature of receiver