

Annexure - I

APPLICATION FORM FOR REIMBURSEMENT OF
RESIDENTIAL TELEPHONE / MOBILE / BROADBAND CHARGES

(To be filled by the Officer claiming reimbursement)
(Part A)

NAME								Bank A/c No.	
DESIGNATION									
TELEPHONE Nos.		BILL No.	DATE	PERIOD		AMOUNT			
				FROM	TO				
Tel.									
Mob									
Broadband	YES	NO							
						GRAND TOTAL			
Admissible amount claimed for Landline/Mobile/Broadband charges									

The bills, in original with call details, are enclosed for reimbursement.

Dated

Signature of the user official

(Part B)
G.A. Section

To be filled by G.A. Section

Passed Amount	Remarks

The bills are in order and may be passed for payment. J.D.(E) may kindly sign the Pay Order.

A.D.(GA)

J.D.(GA)

J.D.(E)

(Part C)

Pay Rs. _____ (Pay rupees _____)

(Drawing & Disbursing Officer)