



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Date: _____

APPLICATION FOR TEMPORARY ADVANCE (Other than TA/LTC Advance)

1.	Name & Designation of the Faculty/Officer/Official :	
2.	Name of the Department/Centre/Section:	
3.	Amount of temporary advance:	
4.	Purpose:	
5.	Advance to be drawn under the head:	CPDA/PDF/DDF/ISIRD/Consultancy/External/Sponsored Projects (DST/CSIR/DBT etc.)/ Institute Fund
a)	If under project, Name & No. of the Project:	
b)	Budget Head:	Equipment/Consumable/Contingencies etc.

The adjustment account against this advance would be submitted within a period of one month from the date of drawl of advance.

Signatures of the applicant

Recommended

Head of Deptt./Project Co-ordinator/Sectional Head

FOR USE IN AUDIT/ACCOUNT SECTION

Funds are available in the concerned project under the budget head. Temporary advance of Rs. _____ may be sanctioned. Entered on Page No. _____, Sr. No. _____ of Temporary Advance Register. No. of advances outstanding in the name of the applicant _____ for Rs. _____

Remarks if any: _____

Accountant

Assistant Registrar

Registrar

Recommended/Not recommended

Approved/Not Approved

Director