

December 6th 2019

To
The Dean
CUTM-PKD

Sub : Request for approval to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

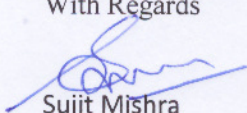
Dear Madam,

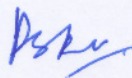
I am(Sujit Mishra) request you to grant permission to attend "4th International Conference on Management, Science, Engineering and Application (ICMSEA-2019)" from 19th to 21st Dec 2019 at CUTM-PKD campus.

Conference registration fee may kindly be reimbursed.

Thanking you

With Regards


Sujit Mishra





JAGANNATH INSTITUTE FOR TECHNOLOGY & MANAGEMENT

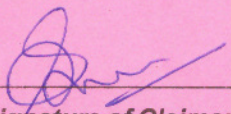
PARALAKHEMUNDI

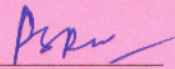
Date : 12th Jan 2020

Name of Employee	: <u>Sujit Mishra</u>
Purpose of Expenditure	: <u>ICMSEA-2019</u>
Expenditure Budget Head	: _____

SETTLEMENT OF EXPENDITURE

Sl. No.	Details of Expenditure	Amount (Rs.)	Amount (Rs.)
01	Registration fee	2500/-	
02			2500/-
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
	Total Expenditure :	2500/-	2500/-
	Less advance taken (if any) :		
	Balance to be (Refund/ Payment) :		


Signature of Claimant


Recommended by
(Dean/Dy. Registrar/HOD)

Checked by

Dy. Registrar Finance


Registrar

