



**भारतीय प्रौद्योगिकी संस्थान गुवाहाटी**  
**Indian Institute of Technology Guwahati**  
**ACADEMIC SECTION**

Form No. **Gen/20(B)**

**Contingency Expenses Reimbursement Form**

1. Funding Agency: \_\_\_\_\_
2. Name of Claimant (in BLOCK letter): \_\_\_\_\_
3. Programme (Please tick [✓]): **M. Tech / M. Des / Ph. D / Dual (M. Tech + Ph. D)**
4. Roll No.: \_\_\_\_\_
5. Department / Centre/School: \_\_\_\_\_
6. Session: \_\_\_\_\_
7. Contact Phone No.: \_\_\_\_\_
8. Amount of reimbursement: \_\_\_\_\_
9. Bank A/c No. of the claimant: \_\_\_\_\_ IFSC of Bank: \_\_\_\_\_

DETAILS OF EXPENDITURE					
Sl. No.	Description of Items (Voucher No.)	Voucher Date	Qty.	Rate	Total Amount
1.					
2.					
3.					
4.					
5.					
<b>Total Expenditure</b>					

(Rupees \_\_\_\_\_ only)

***I Declare that all the Vouchers / Bills / Cash Memos have been attached chronologically with self-attestation. I also confirm that the reimbursement claim has been done on one-time basis for financial year \_\_\_\_\_***

Signature of Claimant

Recommended / Not-Recommended

Dealing Assistant(Dept.)

HOD / HAC

**For Office use only (ACADEMIC SECTION):**

Whether the above referred person is a \_\_\_\_\_ funded registered "Regular" M.Tech./M.Des/Ph.D./Dual (M.Tech + Ph.D) student or not? [Yes/No] ..... If 'No', the status is .....

Approved/Not Approved

Dealing Assistant

DR/AR(Acad.)

DOAA/ADOAA

**For Office use only (FINANCE & ACCOUNTS SECTION):**

Checked and passed for payment of \_\_\_\_\_ (Rupees \_\_\_\_\_ only) towards the claim.

Dealing Assistant

Accounts Officer (F&A)

AR/DR/JR (F&A)