

Submission of Adjustment Account

Sub : Submission of adjustment account against the temporary advance drawn vide bill

No..... Dated for Rs.

Ref.: 1. Name of the office drawn the advance.....

2. Date of drawal of advance.....

DETAIL OF THE ACCOUNT AS UNDER

Sr. No.	Cash Memo/Bill No.	Name of the firm	Nature of stores	Amount
---------	--------------------	------------------	------------------	--------

Encl/

Total Rs.

Unspent amount of Deposited with the cashier Rs.....

Vide T.R. No.

Dated.....

Grand Total Rs.....

Balance Rs

Dated.....

Signature.....

Name

Case & Bill Section

Designation