Annexure

Government of India

Ministry of\_\_\_\_\_\_\_\_\_\_

Department of\_\_\_\_\_\_\_\_\_\_\_\_

*[Statement to be furnished on half-yearly basis by the Government Officer to Administration]*

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pay Level & Basic Pay (Rs.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ towards purchase of newspaper(s) for the months of:

 i) January-June, 20\_\_

 OR

 ii) July-December, 20\_\_

*[Only one option is to be ticked]*

I further declare that: i) The Newspaper(s) in respect of which reimbursement is claimed is/are purchased by me. ii) The amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date:\_\_\_\_\_\_\_\_\_\_\_\_

 Signature:

 Name: