DEPARTMENT OF COMPUTATIONAL AND DATA SCIENCES

# INDIAN INSTITUTE OF SCIENCE

BANGALORE-560012

Ref: Date: April 17, 2016

The Deputy Financial Controller/ Assistant Registrar

CSSP

Indian Institute of Science, Bangalore

Dear Sir,

Sub: Request for Cash Advance

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I request for a cash advance of Rs.10,000/- (Rupees TEN Thousand Only) in connection with the following from my project on ***“title”***

|  |  |
| --- | --- |
| 1. Project No: |  |
| 2. Purpose | Purchase of Materials |
| 3. Head of Account | 1. **Consumables Grant** 2. Contingency Grant 3. Working Expenses 4. Dir.Dis.Grant – Investigator |

The Voucher for the expenditure will be furnished in due course.

Thanking You,

Project Principal Investigator