

Government of India
Ministry of Culture
Department of

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

Name of the 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) Jan-June, 20 ____

OR

ii) July-Dec, 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: