भारतीय प्रौद्योगिकी संस्थान तिरुपति
INDIAN INSTITUTE OF TECHNOLOGY TIRUPATI
HoME — Hostel and Mess Establishment
एर्पेडु-वेंकटगिरि रोड, एर्पेडु पोस्ट, तिरुपति जिला, आ प्र -517619
Yerpedu – Venkatagiri Road, Yerpedu Post, Tirupati District, A.P – 517619

FORM-03

ADVANCE SETTLEMENT FORM

Club			
Club Head			
Executive Council (For Budget)			
Secretary			
Advisor			
Event Name			
Approval Taken for	**Rs.**		
Advance Taken	**Rs.**		
Expenditure details (Enclose separate sheet if required)	**Date**	**Amount**	**Details**
	Total		
Balance refunded	**Date**	**Amount**	**Reference No.**

Enclosures:
1. copy of the Expenditure Approval.
2. All self-attested original bills.
3.Receipt for the balance refunded

Club Head **Secretary** **Club Advisor** **AR-SA** **Dean -SA**