**Annexure-‘A’**

**Indian Audit and Accounts Department**

**Office-: Pr. Accountant General (A&E), West Bengal**

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

|  |  |
| --- | --- |
| Name of the Applicant |  |
| Designation |  |
| Section |  |
| Pay Level & Basic Pay (Rs.) | **Level & Rs. /-** |

I certify that I have spent **Rs. /-** towards purchase of Newspaper(s) for the month of

1. Jan –June 20……

OR

1. July-December 20……

*[only one option 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.

**Bank Account details:**

Bank:

Branch:

IFSC Code:

A/c No.

Date : ….../….../20….

Signature:

Name :