

# INDIAN MARITIME UNIVERSITY

(A Central University, Govt. of India)

## HEADQUARTERS

### IMPREST RECOUPMENT FORM

Name of Section/ Dept.			Date	
Sl. No.	Bill/ Receipt Inv. No.	Particulars	Amount	Expenses Towards
		<b>Previous Imprest Details</b> Balance available Recouped Amount (Vr.No.                  Date                  )		
		<b>Total Amt. available on hand</b>		
		<b>Expenses:</b>		
		<b>Total Expenses (Amt. to be recouped now)</b>		
		<b>Balance in Hand</b>		

Certified that I/We have spent the above amount for the Bonafide Purpose for which Imprest was taken and not claimed anywhere.

Signature of the Applicant

DR/AR/AE (Concerned Dept.)

Registrar

Finance Officer

DR(F&A)