

भा.कृ.अनु.प. – राष्ट्रीय कृषि आर्थिकी एवं नीति अनुसंधान संस्थान (नीपा), देव प्रकाश  
शास्त्री मार्ग, पूसा, नई दिल्ली – 110012

ICAR – National Institute of Agricultural Economics & Policy Research (NIAP) Dev  
Prakash Shastri Marg, Pusa, New Delhi – 110 012

URL: <https://niap.res.in/>

**ADVANCE FROM CASH IMPREST**

**Director Sir / In-charge,**

Muster Roll/Page Number: \_\_\_\_\_

(Amount in Rupees - No.): \_\_\_\_\_

An advance amount of Rs. \_\_\_\_\_ has been sanctioned by the Director / I/c... Sl.No.  
\_\_\_\_\_ towards \_\_\_\_\_ of Sanction Register/F.No. \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only).

This amount may please be paid to me / Dr/Sh/Ms. \_\_\_\_\_ on my behalf. The above  
advance will be adjusted within three days from the date of drawl of advance from Cashier.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Please pay advance of Rs. \_\_\_\_\_ only to Dr/Sh/Ms. \_\_\_\_\_ from Cash imprest.

**Cashier**

**Drawing and Disbursing Officer (DDO)**

Received Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) from Cashier.

Date: \_\_\_\_\_

Entry has been made at Page No. \_\_\_\_\_ of Petty Cash Book.

Cashier

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Adjustment of advance received on dated \_\_\_\_\_ has been received.

**Cashier**