

**G.B. PANT INSTITUTE OF HIMALAYAN ENVIRONMENT AND DEVELOPMENT  
KOSI- KATARMAL, ALMORA (UTTARAKHAND)**

*(FOR REGULAR/ PERMANENT EMPLOYEES)*

**TEMPORARY ADVANCE PAYMENT FORM**

**Project type :** In house.....(no.)  
Others .....(give details).

Voucher No..... dated.....

Please sanction me a temporary advance of Rs.....(Rupees.....)

on account of following :

1. ....
2. ....
3. ....
4. ....
5. ....

Certified that no advance/advance of Rs. .... taken on .....(date) is outstanding against me. (Reason for non-adjustment may be recorded)

Signature.....

Name.....

Recommended/ Not recommended

Department.....

Director/Group Head/Theme Head/  
P.I./ Reporting Officer/Team Leader.

Advance position is correctly stated and is admissible in accordance with the order issued.  
Advance not admissible because of .....

**OS (A)/AO/ACO/FO**

Pay Rs. ....

Sanctioned/Not sanctioned

**DDO**

**Sanctioning Authority**

Received with thanks a sum of Rs. ....vide cheque No.....dated.....  
or cash on account of .....

Signature.....