BILL FOR HONORARIUM OF VISITING FACULTY / OTHER STAFF

CATEGORY: …….

(To be filled by OIC – Classes/Workshop/Hostel; Refer IMU-HQ/R/11/37/1/2019/Office Order dated 28.06.2019.)

From:
Capt./Mr./Mrs. _____

Address: _____

_____

To,
Campus Director
IMU Mumbai Port Campus,
Hay Bunder Road,
Mumbai — 400 033.

Sir,

I am submitting herewith a bill for taking classes as visiting faculty at Indian Maritime University – Mumbai Port Campus (MERI) in the month of_____for _____course. The details are submitted for payment of honorarium as follows:

PAN_____ Bank A/C No. _____

Nature of A/C: SB _____ Name of the bank _____

Place of the Bank _____ IFSC CODE _____

Sr No.	Day	Date	Duration	Honorarium Claimed	Conveyance Claimed	Total Amount Claimed
			Total Amount…..			
(Rupees						)

Date :- _____ Name :- _____

Signature:-_____

The Bill verified as per the time management schedule & actual class taken.

OFFICER IN-CHARGE (CLASSES/WORSKSHOP/HOSTEL) HOD (MARINE ENGINEERING)

---------- FOR OFFICE USE ONLY ----------

DEPUTY REGISTRAR ASSISTANT REGISTRAR (FINANCE)

CAMPUS DIRECTOR