



University of Agricultural and Horticultural Sciences, Shimoga

DATA ENTRY SHEET FOR COMPUTER

PROFORMA - II

(This form Duly Filled should accompany each Bill Sent to Comptroller's Office)

Bill Preferred by
Employee /Drawing
Officer

(Strike Whichever is to applicable)

Employee No.

--	--	--	--	--	--	--	--	--	--

(In case of personal claims TA etc)

Drawing Officer
Code No.

--	--	--	--	--	--	--	--	--	--

(In case of all other claims)

Ab.Ac.No.				D.A.C.			Particulars	Amount

Ref. to Previous B.R. no. for AC Bill/
Adv. Bill in respect of D.C./T.A. Bill

--	--	--	--	--	--	--	--	--	--

Date :

Signature & Designation of
Drawing Officer

(To be filled in comptroller's Office)

1. B.R. No.

--	--	--	--	--	--

Voucher No.

--	--	--	--	--	--

2. B.R. Date :

Date Month Year

--	--	--	--	--	--	--	--

Voucher No.

Date Month Year

--	--	--	--	--	--	--	--

3. Cheque No.

Date

Month of Cheque

Name of Bank & Bank Code

- a.
- b.
- c.
- d.

4. In case of NDC Bill/TA Bill ref.
to A.C. Bill No. ADV. TA Bill

--	--	--	--	--	--	--	--

Signature of Auditor

Signature of Cheque Writer