



INDIA TRADE PROMOTION ORGANISATION
(ADMINISTRATION DIVISION E-II/E-III Section)

UTILISATION CERTIFICATE FOR HOUSEHOLD/RECREATION EQUIPMENT ADVANCE

Certified that the amount of Rs. _____
(Rupees. _____) which was granted to me as advance
towards household/recreation equipment vide Office Order
No. Admn. / _____ /20____ dated _____ has been fully/partially utilized by
me. The details of items purchased by me are as under:

S.NO	Details of items purchased	Name of the dealer with address	Date of Purchase	Price paid etc.

An amount of Rs. _____ (Rupees. _____)
being unutilized by me has been deposited with Cash Section vide receipt
No. _____ dated: _____

Signature: _____

Name: _____

Employee No: _____

Designation: _____

Department: _____

Date: _____

Place: _____