

# काशी हिन्दू विश्वविद्यालय Banaras Hindu University

प्रयोजित शोध एवं औद्योगिक परामर्श प्रकोष्ठ Sponsored Research and Industrial Consultancy Cell

## CLAIM FORM FOR RECEIVING FINANCIAL SUPPORT FOR THE CONFERENCE/ SHORT COURSE/ WORKSHOP/ SYMPOSIUM/ SEMINAR ORGANISED

(To be submitted within 30 days of the event getting over)

<b>1. Applicant/ Organiser* details</b>				
(a)	Name		(b)	Employee No.
(c)	Designation		(d)	Department
(e)	Faculty		(f)	Institute
*Attach details of the Co-organiser/ Organising Committee (if any) on a separate sheet				
<b>2. Event details</b>				
a).	Title of the Event			
b).	Category/ Type/ Level of event	<input type="checkbox"/> National <input type="checkbox"/> International	<input type="checkbox"/> Conference <input type="checkbox"/> Short Course <input type="checkbox"/> Workshop <input type="checkbox"/> Symposium <input type="checkbox"/> Seminar	Category <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C
c).	Dates of the event			
d).	Actual no. of participants (Total)			
e).	Actual no. of participants from outside Varanasi	No.	Percentage :	
f).	Actual no. of participants from abroad			
<b>3. Amount sanctioned by SRICC for the event</b>				
<b>4. Advance already drawn out of sanctioned amount, if any</b>				
<b>5. Bank Account details for the Event (Account No., Bank and Branch, IFSC)</b>				
<b>6. Receipt and Expenditure (Actual)</b>				
	<b>Receipt</b>		<b>Expenditure</b>	
a)	Registration		Food	
b)	Sponsorship		Travel	
c)	External funding agencies (Govt.)		Printing	
d)	University		Contingency	
	<b>Total</b>		<b>Total</b>	
	Surplus/ Shortfall			
<input type="checkbox"/> List of Participants indicating the names of participants from outside Varanasi and outside the country <input type="checkbox"/> Event Brochure <input type="checkbox"/> Receipt and Expenditure Statement <input type="checkbox"/> Photocopy of the Passbook's containing Bank account details/or Cancelled cheque				

I certify that the information given above is correct. As per norms of the Scheme, the above Event falls under the category of \_\_\_\_\_. The funds have been utilised/ would be utilised for the above purposes in accordance with the GFR 2017. Audited Utilisation Certificate would be submitted to the SRICC. Therefore, the sanctioned funds may be released.

Signature of Organizer

Forwarded

Head/Coordinator  
Department/School/Centre

**FOR SRICC USE ONLY**

As per norms of the Scheme, the event meets the criterion prescribed for \_\_\_\_\_.  
Accordingly, Rs. \_\_\_\_\_ may be considered to be released.

**Section Officer**

**Deputy Registrar (SRICC)**

**Approved for release of Rs \_\_\_\_\_.**

**Professor Incharge (SRICC)**