



THE PUNJAB STATE BOARD OF TECHNICAL EDUCATION & INDUSTRIAL TRAINING

(TO BE SUBMITTED IN DUPLICATE)

**BILL FORM**

Tick (✓) which ever is relevant

<input type="checkbox"/> Moderation	<input type="checkbox"/> Paper Setting	<input type="checkbox"/> Evaluation	Examination held in _____
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1. Name \_\_\_\_\_ 2. Designation \_\_\_\_\_

3. Address on which the payment to be sent (one self addressed envelope to be attached) \_\_\_\_\_

4. Institution / Department / Retiree \_\_\_\_\_

5. Particulars of work done : From \_\_\_\_\_ To \_\_\_\_\_ No of days \_\_\_\_\_

Identity No.	Subject	Rate per Unit	Unit(s)	Rs.

only. Verified for Rs. \_\_\_\_\_

6. Bus fare i) from \_\_\_\_\_ to \_\_\_\_\_ Rs. \_\_\_\_\_

ii) from \_\_\_\_\_ to \_\_\_\_\_ Rs. \_\_\_\_\_

7. Any other expenses (Detail to be given) Rs. \_\_\_\_\_

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

8. Totals (in figure also) Rs. \_\_\_\_\_

Date : \_\_\_\_\_ Claimant's Signature (P.T.O.)



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RECEIPT

No. \_\_\_\_\_ Date \_\_\_\_\_

Received from Sh. \_\_\_\_\_ of \_\_\_\_\_ a bill amounting to Rs. \_\_\_\_\_ on account of Moderation / Paper setting / Evaluation. Its payment will be sent/made to you after it is duly verified and approved as per the record of the Board.

For Secretary

from over leaf

It is certified that .

1. the undersigned has undertaken this job in compliance with Board's letter No. \_\_\_\_\_ dated \_\_\_\_\_
2. the Principal/Dept. \_\_\_\_\_ has permitted the undersigned to accept this offer vide letter No. \_\_\_\_\_ dated \_\_\_\_\_ (Not required in case of retiree).
3. the undersigned undertakes to regulate/account for the receipt of this Fee/Honorarium as per Board's instructions/State Civil Service Rules/Income Tax Act.
4. this bill has been submitted within 45 days from the date of completion of the work as mention in para-5 overleaf.

Date \_\_\_\_\_

Claimant's Signature \_\_\_\_\_

**PRE RECEIPT**

Received Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) in cash/cheque

No. \_\_\_\_\_ date \_\_\_\_\_ Bank \_\_\_\_\_

Date \_\_\_\_\_

Claimant's Signature \_\_\_\_\_

**FOR OFFICE USE**

Verified for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

Its entries have been made in relevant record maintained by my section.

Controller Exams./  
Registrar

**FOR OFFICE USE**

Passed for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)

The payment has been made vide cash/cheque no. \_\_\_\_\_ dated \_\_\_\_\_

Bank \_\_\_\_\_ and the relevant entries have been made in the relevant record of the Account Section.

Accountant/DCFA