



**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT**  
**CLAIM FOR REIMBURSEMENT OF TELEPHONE/ DATA CARD BILLS**

Name :		Designation :		Emp. No:	
Deptt.:		SBI Bank A/c No :			
Claims For Telephone No (s) :		Period of claim:			
Internet dongle connection:					

S.No	Telephone/ Data Card no.	PERIOD		Bill No	Date	Amount Paid	Amount Claimed
		From	To				
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16						G. Total	

Certified that;

1. Certified that above connections are in my name and I have used for official purposes.
2. No Separate residential telephone has been provided to the undersigned.
3. I have not claimed the above for reimbursement elsewhere.

Encl: Receipts/ bills

Date:

Signature of Employee

**(FOR OFFICE USE ONLY)**

The claim has been checked and found correct.

Submitted for sanction / passed for payment of \_\_\_\_\_ ( Rupees \_\_\_\_\_ Only)

Dealing Asstt.

Superintendent

AR(Accts)/DR(Accounts)