



SA\_Tech\_ Advance Request Form

<b>Club / Team Name:</b>	
<b>Budget utilization:</b>	<ul style="list-style-type: none"> <li>● Registration Cost</li> <li>● Purchase of Consumable / Non-Consumables / Equipment</li> <li>● Travel Support</li> <li>● Others: _____</li> </ul>
<b>Budget Allocated:</b>	<ul style="list-style-type: none"> <li>● Innovation Grant: Dean - Design Innovation and Incubation Office</li> <li>● Establishment B: Dean - Student Affairs Office</li> <li>● Institute Support</li> <li>● Club Funds - Sponsorships / Other sources of fund: _____</li> </ul>

S.No:	Description of Items	Quantity	Unit Rate	Total in Rs.
			<b>Grand Total</b>	

We hereby certify that the specifications are complete and correct to meet the requirement fully.

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Team / Club Lead

\_\_\_\_\_

Professor In-Charge / Faculty Advisor

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Technical Affairs Secretary:	Note:
PIC - Co-Curricular Affairs / Technical Affairs.	Note: Recommended / Not Recommended
Dean - Student Affairs.	Note: Recommended / Not Recommended
Dean - Design Innovation and Incubation:	Note: Recommended / Not Recommended
Accounts:	Note: Funds Availability: Yes / No
AR/DR/JR Accounts	

Recommended / Not Recommended

\_\_\_\_\_  
Registrar

Approved / Not Approved

\_\_\_\_\_  
Director