

FORM 28—HAND RECEIPT

D

Payee _____

Name of work _____

Amount Rs. () _____

Initials of officer authorising the payment _____

Date of payment _____

Voucher no. _____ dated _____, 200 .

Initials of officer making the payment _____

FORM 28—HAND RECEIPT

(See CHAPTER X, PARAGRAPHS 284, 290 AND 304)

D

(To be used as a sample form of Voucher for all miscellaneous payments and advances for which cheque of the special forms 24, 25, 26 and 27 are suitable)

Cash-book Voucher no. _____ dated _____, 200

**Cheque

(1) Pay by _____ Rupees () _____ 200

Cash*

(2) Paid by me** _____

RECEIVED from the _____ in charge of _____

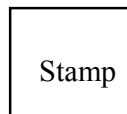
Sub-division _____ Division the sum of Rs. ()

Name of work† or purpose for which payment is made _____

The _____, 19
Wittnes _____

Amount in vericular

Signature of payee.



*The officer authorizing payment should initial and date pay order scoring out the word cheque of cash, as the case may be.

**The person actually making the payment should initial and date payment certificate (2)
† In the case of work the accounts of which are kept by sub-heads the amount chargeable to each sub-head should be specified by the disbursing officer.

†† Payment should be attested by some known person when the payee's acknowledgments is given by a mark, seal or thumb-impression.

