

INDIAN MARITIME UNIVERSITY-EAST COAST ROAD
UTHANDI –CHENNAI

Claim for Reimbursement of Travelling &
Other Expenses to Member of

- 1 Executive Council
- 2 Planning Board
- 3 Finance Committee
- 4 Others (Please Specify)

For attending the _____ Meeting held on _____ at

1	Name and Address			
		Rs.		
2	Cost of Air / Train Ticket	Onward Ticket No		
		Return Ticket No		
3	Local Conveyance			
4	Sitting Fees			
5	Any Other Expenses			
Total				

Signature of the Member

DR (F)

Payment Received

Finance Officer

Registrar

Signature of the Member