

**Balance:** 

(Allocation –Total Expense)

## OFFICE OF RESEARCH INNOVATION & COMMERCIALIZATION Lahore College for Women University, Lah

Jail Road, Lahore, 54000, Pakistan Tel: 042-99203801-9-245

ore	
No:	CHOOSE COLLEGE FOR WOMEN UM FORST
Date:	

				No:				
				Date:				
To,	Vice Chancel	Vice Chancellor						
	Lahore Colle	ge for Women Univer	rsity, Lahore					
Subje	ect: Reimbursem	Reimbursement of Expenditure from Ph.D. University Grant of LCWU.						
	Approval may	Approval may be granted for reimbursement of following items:						
	ent Details:							
	ne of Ph.D. Student							
Dep	artment							
Enr	ollment Year							
Date	e of Purchased Item							
	nditure Details:		DWW 0 D	0 44				
Sr. No.	Item Description	Vendor's Name	Bill No. & Date	Quantity	Amount			
		Total expenditur	re:					
Installm	ent No.		1 <sup>st</sup>	$2^{\mathrm{nd}}$	3 <sup>rd</sup>			
Current	Allocation:							
Present Expense:			Supervisor Sign & Stamp					
Previous	Expense:							
	rent Allocation including F	Bills under						
Process)								
m 4 lF			НС	OD Sign & Stamp				
Total Ex	<b>pense:</b> Expense+ Previous Expense	<u>,,,</u>						
(Current I	Expense+ Frevious Expense	5)						

**Director ORIC Sign & Stamp** 

Treasurer Sign & Stamp

## VICE CHANCELLOR

- Attach copy of University Grant letter
- Stock register entry page duly verified by the supervisor & chairperson of the department

Note: With reference to circular no: TR-25/LCWU/1818 dated: 06-10-2022 reimbursement of expense without prior approval of the authority is strongly discouraged.

Prior approval of the authority must be taken before purchase / incurring any expenditure.