



CENTRAL UNIVERSITY OF RAJASTHAN

NH-8, Bandarsindri, Dist-Ajmer, Rajasthan [INDIA]

Date: ____/____/____

To,

The Hon'ble Vice Chancellor
Central University of Rajasthan
NH-08, Bandarsindri, Kishangarh, Ajmer (Raj.)

Respected Sir,

I travelled from _____ to
_____ on _____ for
_____, on the
way following expenditure has been incurred by me, supporting receipts/bills of
which are not available as detailed below:-

Total	

I therefore, request you to kindly reimburse Rs. _____.

Thanking you,

Yours sincerely,

(_____)