

**Annexure**

Government of India  
Ministry of \_\_\_\_\_  
Department of \_\_\_\_\_

[Statement to be furnished on half-yearly basis by the Government Officer to Administration]

Name of Applicant: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

Pay Level & Basic Pay (Rs.): \_\_\_\_\_

I certify that I have spent Rs. \_\_\_\_\_ towards purchase of Newspaper(s) for the month of:

- i) Jan-June, 20\_\_\_\_\_
- OR**
- ii) July-December, 20\_\_\_\_\_

*[Only one option is to be ticked]*

I further declare that: i) The Newspaper (s) in respect of which reimbursement is claimed is/are purchased by me. ii) The amount for which reimbursement is being claimed has actually been paid by me and has not/will not be claimed by any other source.

Date: \_\_\_\_\_

Signature:

Name: