



Indian Institute of Technology Kanpur

Office of Outreach Activities

Disbursement of Honorarium for Project Employee

I. Details of the Course

1. Course A/c No.: _____
2. Title of Course: _____
3. Dates and Place: _____
4. Course Coordinator: _____
5. Gross Receipts of the Course : _____

II. DETAILS OF DISBURSEMENT

Amount to be adjusted from (Pls tick the applicable box):

☐ Course Fee ☐ Grant (Pls specify funding agency) _____

Sl. No.	Name	PF/Roll No.	Bank Name	IFS Code	Account No.	Pan No.	Amount (Rs)
Total Payment Rs.							

PIC, OOA

Course Coordinator

Approved/ Not Approved

DIRECTOR

For Office Use Only

Enclosed Cheq. for Rs. _____ Cheque No. _____ Cheq. Date _____

Accountant

Jr. Assit. / Supdt.