



राष्ट्रीय डिज़ाइन संस्थान
National Institute of Design
मध्यप्रदेश Madhya Pradesh

(An Institute of National Importance under DPIIT, Ministry of Commerce and Industry, Govt.of India)

Bill of Honorarium for Guest/ Visiting Faculty / Expert / Craftsman

Ref no: Indent/ Guest/ Visiting Faculty/

Date:

1. The details of bank a/c are given below for payment through electronic transfer

S.No	Requisite	Details
1	Beneficiary Name	
2	Name of the Bank	
3	Address of the Bank Branch	
4	Bank Account Number	
5	IFSC Code	
6	Email ID and Contact number	
7	PAN Card Number	

Signature of the Guest /Guest/ Visiting Faculty

2. Duration Spent:

Session Number	Date	Day	Class Category (Full day / half day)	Start Time	End time

Signature of Course Lead

3	Remarks by Discipline Lead	(Recommended/ Not Recommended) Signature	Comments, if any
4	Remarks by Registrar	(Recommended/ Not Recommended) Signature	Comments, if any
5	Approval by Director	(APPROVED / NOT APPROVED) Signature of the Director	Remarks of Director, if any

6. For Academics office use:

Course Code :..... Total Honorarium due:.....

Duration :.....

Dy. Registrar

7. For Finance & Accounts office use:

Bill was checked and amount Rs.....was reimbursed / paid to the official vide

Ch.no/ NEFT/RTGS.....dated.....

Sr. Accounts Officer / CF&A