

**Annexure**  
**Government of India**  
**Ministry of \_\_\_\_\_**  
**Department of \_\_\_\_\_**

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

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

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

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

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

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

(1) Jan - June, 20\_\_\_\_ OR (2) July - December, 20\_\_\_\_

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 from any other source.

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

Signature: \_\_\_\_\_

Name: \_\_\_\_\_