



## Remuneration of Lectures / Talk delivered by Guest Faculty / Speaker

Name of the Speaker : ..... Date : .....

Designation : ..... Department : .....

Organization : .....

Phone / Mobile No. : ..... E-mail : .....

PAN : ..... Account No : .....

Bank Name / Branch : ..... IFSC : .....

Description / Topic : .....

.....

S. No.	Start Time	Finish Time	Audience Class	Attendance (No. of Students)	Details of Discussion	Remarks, if any

### Payment Details :

Description	Honorarium	TA	DA	Others	Total
Amount (Rs)					

Total Amount (in words) : .....

.....

Name and Signature of Speaker : ..... Forwarded By (HOD) : .....

Recommended amount (Rs) ..... Recommended / Approved By (Director) : .....

Sanctioned amount (Rs) ..... Sanction By : .....

Mode of Payment : ..... Any other : .....

Receiving : ..... A/c : .....