

SUBMITTED

ID No: _____

Date: ____/____/2019

I wish to avail of the Onam Advance (Rs.15,000/-) for the year 2019 sanctioned vide U.O No. Ad.AV.03.6902/19 dated 02.09.2019 and hereby agree to the recovery of the amount in 10 equal instalments commencing from the salary for the month of September 2019.

Signature

Name

Designation

Mobile

Dept. / Office

Thiruvananthapuram