

ANNEXURE "C"

PROFORMA FOR SUBMISSION OF ACCOUNTS

(To be filled by the Organizing School)

Certified that CBSE _____ Championship/Tournament/Meet was organized by _____ from ___ to _____.

STATEMENT OF INCOME & EXPENDITURE

COLUMN 'A'	INCOME
Advance Grant received from the CBSE	
Income from any other sources/sponsorship(if any)	
Amount spent by the host school	
Total Income	

COLUMN 'B'	EXPENDITURE
Accommodation	
Equipments	
First Aid/Medical facilities	
General arrangements like Tentage, Shamina, Seating etc.	
Misc. & Contingency	
Officials	
Opening/Closing ceremonies	
Photography	
Postage, Stationery, Telephone/Fax etc.	
Press & Publicity	
Prizes/Medals	
TA/DA to Observer	
Track & field/Ground/Court (Dressing up)	
Transport	
Total Expenditure	

UTILIZATION CERTIFICATE

Certified that the CBSE maximum committed grant of Rs. _____ for the purpose of which it was sanctioned has been fully utilized and the total expenditure for Championship/Tournament/Meet organized has been Rs. _____.

Certified that I have satisfied myself that the conditions on which the grant was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised –

- 1.
- 2.
- 3.
- 4.

Principal
Organizing School
Date & Stamp

Signature of the Chartered Accountant
Date
Registration No. & Seal