

PROFORMA

Unreconciled Expenditure Statement for the Month of
 Name of Higher Secondary School (in full)
 Aided/Government/Revenue District.....Treasury.....

Head of Account 2202-02-109-86 (plan)	Exp. up to previous month (for the financial year)	Expenditure during the month	Progressive Total	Remarks
01 Salaries: 1. Pay 2. D.A 3. H.R.A 4. Medical Reimbursement 5. Other allowances Total for Salaries				
04 Traveling Expense 1. Tour T.A 2. Transfer T.A Total for Traveling Expense				
05. Other Expenses 1. Water charge 2. Electricity Charge 3. Telephone Charge 4. Other Items Total for Other Expenses				
19. Machinery and Equipments 24. Materials and Supplies 34. Other charges GRAND TOTAL				

Place:
Date:

Office Seal

Principal