



**SHYAM LAL COLLEGE : SHAHDARA, DELHI-110032**  
**(University of Delhi)**

email:- shyamlalcollegeday@yahoo.co.in

**APPLICATION FORM FOR FESTIVAL ADVANCE**

Name of the employee : .....

Designation : .....

Department : .....

Present Basic Pay : Pay Rs. .... Grade Pay Rs. ....

Advance applied for : .....

(Name of the festival)

Signature of the employee

**For office use only**

Date of previous festival advance .....

Report of the Dealing Assistant .....

Signature of the Dealing Assistant :

Eligible for festival advance as per rules.

Festival advance is approved and the sum of Rs. .... be advanced.

S.O.(A/cs)

Bursar

Principal

Received Rs. .... only by cheque no. .... dated .....

Signature of the Receiver

Conditions : i) Once in a financial year ii) Recovery is not more than 10 monthly instalments.