

On the letter head of the Organization

FORMAT FOR UTILIZATION CERTIFICATE

1. GSBTM office order No.:
2. Title of the Seminar/ Symposium/ Training/ Faculty Development Programme/ Brainstorming meetings/ Workshop:
3. Duration of the Activity (with dates):
4. Name of the Convener/Organizing Secretary:
5.
 - a. Total attendees from different organizations:
 - b. Number of registered Participants:
 - c. No. of Speakers/ Dignitaries/ Invitees/ Organizing Team Members:
6. Programme Report along with other deliverables have been submitted to GSBTM: Yes/ No

This is to further certify that:

Sr. No.	Details of Account	Amt. in Rs.
A.	Amount sanctioned from GSBTM	
B.	Total Receipts from various agencies other than GSBTM	
C.	Total amount spent by Host Organization	
D.	Total amount raised through registration fees	
E.	Total Received Grant	
F.	Total Expenditure for the event	
G.	Total amount expended on Local hospitality including lodging & boarding	
H.	Amount requested from GSBTM at final stage	

It is to certify that from amongst an amount of Rupees (Rs.) sanctioned by Gujarat State Biotechnology Mission vide its letter No..... Dated, an amount of Rupees (Rs.) had been disbursed, and an amount of Rupees (Rs.) has been utilized for the purpose for which it was sanctioned. If as a result of scrutiny or audit objection, if any irregularity is noticed at a later stage, the organization shall refund the amount as per GSBTM decision.

**Convener/ Organizing
Secretary**

**Head of College (with
seal)**

**Govt. Accountficer/
Chartered Accountant
(with seal)**

Name:

Name:

Name:
