



NCRA • TIFR

**National Centre for Radio Astrophysics**  
TATA INSTITUTE OF FUNDAMENTAL RESEARCH

NCRA, PUNE UNIVERSITY CAMPUS, POST BAG 3, GANESHKHIND, PUNE 411 007,  
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From

Date:

The Accounts Officer,  
NCRA-TIFR,  
Pune - 411 007.

Subject : Teachers' Book Grant for the \_\_\_\_\_ Semester of A.Y.

Dear Sir,

I am submitting herewith the following Bills/Invoices/Cash Memos, for the various books purchased by me in connection with the course and lectures delivered by me during the semester of IUCAA-NCRA Graduate school.

Sr.No.	Name of Book Seller	Bill/Invoice No./Date	Amount

The above mentioned amount may be reimbursed to me/sent directly to the book seller against the Teachers' Book Grant as per the rules.

Thanking you,

Yours sincerely,

Books Seen by :