

## T. R. FORM NO. 27

[See sub-rule (1) of T.R. 4.136, sub-rules (3) and (4) of T.R. 4.138  
and sub-rule (1) of T.R.5.07]

D.D.O. Code. \_\_\_\_\_ Bill No. \_\_\_\_\_ Date \_\_\_\_\_

Grant No. \_\_\_\_\_ Token/T.V. No. \_\_\_\_\_ Date \_\_\_\_\_

Head of Account Code \_\_\_\_\_

### Bill for drawing advance without supporting Voucher

Detailed bill will be sent for countersignature by \_\_\_\_\_

Office of the \_\_\_\_\_

Proforma invoice No., if any	Purpose (with description where necessary) and quotation of authority for drawing advance.	Amount (in Rs.)

Total Rs. \_\_\_\_\_

Total Rupees (in words) \_\_\_\_\_ only

Allotment Received Rs. \_\_\_\_\_

Progressive expenditure

including this bill Rs. \_\_\_\_\_

Balance available Rs. \_\_\_\_\_

Deduct-amount disallowed by the Controlling Officer Vide detailed bill Rs. \_\_\_\_\_

No. \_\_\_\_\_ dated \_\_\_\_\_

Please pay Rs. \_\_\_\_\_  
to self by Order Cheque/Account  
Payee Cheque drawn in favour of  
\_\_\_\_\_

Unspent or, balance of previous advance  
drawn under bill No. \_\_\_\_\_ dated \_\_\_\_\_  
Token No. \_\_\_\_\_ dated \_\_\_\_\_  
for Rs. \_\_\_\_\_  
Net amount payable Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) only  
by transfer credit to \_\_\_\_\_  
(challan enclosed)

Bill Clerk \_\_\_\_\_ Accountant \_\_\_\_\_ Drawing & Disbursing Officer \_\_\_\_\_  
Date \_\_\_\_\_ 20 \_\_\_\_\_

*Note.*—The Treasury will make payment only when there is proper authority to draw advance. The drawer should be careful to include in the detailed bill of a month the amount of all bills drawn in advance from the Treasury during that month. The detailed bill shall be submitted to the Treasury from which the advance was drawn.

The Drawing & Disbursing Officer will initial the date of each payment in the Expenditure Register and the same along with the detailed bill as also sub-Voucher is to be sent to the Controlling Officer.

**For use at the Treasury**

Examined and entered. Pay Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)  
(in words) only as per endorsement of the  
Drawing & Disbursing Officer/transfer credited  
to \_\_\_\_\_

Accountant/J.A.O. \_\_\_\_\_ T.O./A.T.O./P.A.O./A.P.A.O. \_\_\_\_\_  
Dated \_\_\_\_\_ 20 \_\_\_\_\_

**For use at the Office of the Accountant-General (Audit), West Bengal**

Admitted Rs. \_\_\_\_\_  
Objected Rs. \_\_\_\_\_ for reasons stated below.  
Dated \_\_\_\_\_ 20 \_\_\_\_\_ Auditor \_\_\_\_\_ S.O./A.A.O./Audit Officer \_\_\_\_\_

*Note.*—Drawing & Disbursing Officer will be responsible for adjustment of the advance by sending detailed bill.

Any amount drawn in excess of allotment, unless otherwise authorised by Government, may be deducted from his pay, allowance etc.

Second advance will not be paid if first advance has not been adjusted unless the same has been allowed by Government.

[Yellow colour will be used for adjustment of advance]