This to reference payment released Rs. 1, 15,200 on 4th July 2012 as initial amount of AMC for RR Engineering College, we are requesting to release the next 4 months payment at the earliest. Here with we have furnished the expense details.

|  |  |  |  |
| --- | --- | --- | --- |
| No | Details | Quantity | Expense |
|  |  |  |  |
| 1 | Employee Salary | 3 | 30,000 |
|  |  |  |  |
| 2 | Mother Board Service Cost | 25 | 78,000 |
|  |  |  |  |
| 3 | SMPS Replacement | 6 | 8,000 |
|  |  |  |  |
| 4 | Monitor Service Cost | 11 | 44,000 |
|  |  |  |  |
| 5 | Other Expenses |  | 5,000 |
|  |  |  |  |
|  |  |  |  |
|  | Total |  | 165,000 |

|  |  |  |
| --- | --- | --- |
|  |  |  |

We request you to kindly release further payment.