

G.A.R. 3

[See rule 13 (i)]

CASH BOOK

OFFICE OF MONTH OF

RECEIPTS

[illegible]

PAYMENTS

[illegible]

Foot Note (to be printed as flyleaf):

(1) Form of Certificates to be recorded under rule 13 (iv) - "Certified that the cash balance has been physically verified by me today (date and found to be Rs)

(Rupees)

(2) Self cheques drawn under cheque drawing powers, for payments to staff etc., in cash, should also be entered on the receipts side of the cash book.

(3) Closing balance should be analysed in the following manner:—

Rs. P.

(i) Cash

(ii) Self Cheques

Not transferable category of cheques and bank drafts.

(iii) Other cheques

(iv) Other Bank drafts

(v) Imprest with

(a)

(b)

(vi)

Total cash balance [Items (i) to (vi)].