



GLOBAL INITIATIVE OF ACADEMIC NETWORK
INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR-721302
BILL OF HONORARIUM FOR INTERNATIONAL EXPERT

Date :

The details of the bank accounts are given below for payment through electronic transfer.

Beneficiary Name :
(as per bank Account)

Name of the Bank :

Address of the Bank :

Account Number :

Bank Swift/BIC No. :

IBAN (For European Country) :

E-mail ID :

No of Lectures delivered :
(1 hour duration)

Forwarded by

(Signature of the expert)

Course Coordinator

For Office Use :

Course Code : Total Honorarium :
Duration: Tax (as per GOI Norms) :
Net Payment :

Certified that.....,invited by the competent authority for GIAN program is entitled to receive an honorarium of *US \$. Kindly arrange for payment.

(* US\$ 250/- per lecture X No of lectures)
**Uptona maximum US\$3,000/- for 1 Week Course
and amaximum US\$5,000/- for 2 Week Course**

Approved

Local Coordinator, GIAN

Passed for Payment
Dean,CE



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BILL OF TRAVELLING EXPENDITURE FOR INTERNATIONAL EXPERT

NAME OF THE EXPERT :

Date :

DEPARTURE		ARRIVAL		Currency	Remarks
From	Date	To	Date		
			Total :		

Certified that I have visited to deliver lectures in GIAN program and have not drawn travelling allowance for this journey from any other source.

Signature of the Expert

.....

Certified that :<name of foreign expert>..... attended the GIAN program and delivered lectures in the course <course code>under GIAN program for which his/her invitation was made and that sanction of the competent authority has been obtained for such invitation)

Forwarded by

Approved

Course Coordinator

Local Coordinator, GIAN

Passed for Payment

Dean,CE

Encl : Fare bills, Boarding pass & etc.,