

TRANSFER ENTRY FORM

Sl. No. :

Department

Date

Transfer entry in the accounts of (Month)
.....200

Serial No. Date of entry by PAO

(running serially for a year).

Amount	*Dr	Amount
	To	
	
	*Cr.	

Budget Provision : Rs.

Expenditure i/c
this amount Rs.

Balance Rs.

Reasons for Transfer Entry

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Drawing & Disbursing Officer

**A.O. (Pre-Check)
PAO**

- Dr – Expenditure Head
- Cr – Receipts Head.