

Utilization Certificate Format

Form of Utilization Certificate

S. No.	Letter No. and Date	Amount (Rs.)	Certified that out of Rs. _____ of Grants-in-aid sanctioned during the years _____ in favour of _____ under this Ministry/Department letter No. given in the margin and Rs. _____ on account of unspent balance of the previous year, a sum of Rs. _____ has been utilized for the purpose of _____ for which it was sanctioned and that the balance of Rs. _____ remaining unutilized at the end of the year has been surrendered to Government (vide No. _____ dated _____) will be adjusted towards the grants - in-aid payable during the next year _____.
	Total		

Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised.

- 1.
- 2.
- 3.

(CEO of the SPV)

Date: _____