

Date: 17/06/2020

To,
Registrar,
Swarnnim Start Up & Innovation University,
Gandhinagar

Subject: To provide financial support to faculties for seminar

As per our policy to support faculty to attend conferences & Workshops, the following faculty member have sought approval to attend Conference/Seminar in the month of June. You are requested to kindly approve the financial support.

Purpose: Registration Fee/ Travel & Other Expense

I hope you would find everything in order.

This are the list of faculties and their expences :

Sr.No	Name of Faculty	Amount
1	Dr.Archana Pandey	5000
2	Hemali Kachhadiya	5000

Thank you for considering my request. I am happy to provide any additional information or documentation required to support my application. I look forward to your positive response.

