

Date: 2nd Jan 2020

To,

The Registrar,

Swarnnim startup and innovation university

Subject: Reimbursement of faculty expenses

As per our policy to support faculty for the seminar and workshops conducted by the department or Attended by the faculty . You are requested to kindly reimburse the expenses paid by the faculties for Related study program conducted on **30th December 2019** The amount is Rs.7500/-. I am attaching the report of Related study program with this application .

From Design Department




Swarnnim Startup & Innovation University

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