

Capital Expenditure Utilization Certificate

Project/Asset Name: _____

Sanction Order No. / Date: _____

Financial Year: _____

Organization/Department: _____

Utilization Details

S. No.	Particulars / Item	Approved Amount	Amount Utilized	Date of Utilization	Remarks
1					
2					
Total					

Certificate

I/We hereby certify that the above-mentioned amount has been utilized for the purpose for which it was sanctioned, as per the financial rules and procedures laid down by the competent authority.

Authorized Signatory

Name & Designation

Date: _____

Head of Department

Name & Designation

Date: _____

Important Notes:

- This certificate should be supported with necessary bills, vouchers, and relevant documents.
- Ensure that all expenditures conform to the approved budget and guidelines.
- Any unspent balance must be reported and handled as per the sanction order.
- Furnishing incorrect information may result in administrative or legal action.