

Utilization Certificate

For Funds Released under Central Government Schemes

A. DETAILS OF THE SCHEME/PROJECT

Name of Scheme _____

Sanction Order No. & Date _____

Name of Implementing Agency _____

Year _____

B. FUND UTILIZATION DETAILS

Particulars	Amount (â,¹)
Opening Balance	_____
Amount Released During the Year	_____
Total Available Funds (A+B)	_____
Expenditure Incurred	_____
Unspent Balance	_____

C. CERTIFICATION

It is hereby certified that the grant-in-aid of â,¹ _____ (Rupees _____ only) received from _____ under the _____ scheme vide sanction order referred above has been utilized for the purpose for which it was sanctioned as per the terms and conditions prescribed in the scheme guidelines.

This certificate is issued based on the accounts and records maintained by us/audited by the statutory auditor.

Signature & Seal of Head of Office
Name:
Designation:
Date:

Signature of Chartered Accountant / Auditor
Name:
Membership No.:
Date:

IMPORTANT NOTES

- This certificate must be submitted in original and duly signed, with seal wherever applicable.
- Ensure all expenditure details are supported by proper accounting records and vouchers.
- Utilization Certificates must be submitted within stipulated timelines as per scheme guidelines.
- Any unspent balance should be refunded or adjusted as directed by the sanctioning authority.
- False or incomplete information may attract legal and financial consequences.