

UTILIZATION CERTIFICATE

Certified that an amount of Rs. (Rupees only) has been received as **Government Grant-in-Aid** during the financial year for the purpose of and the same has been utilized for the purpose for which it was sanctioned.

Details of Expenditure:

Sl. No.	Item/Head of Expenditure	Amount Sanctioned (Rs.)	Amount Utilized (Rs.)	Balance (Rs.)
1				
2				
Total				

It is also certified that the balance amount, if any, has been/will be refunded to the Government/adjusted with the next installment of Grant-in-Aid, as per rules.

Signature of Head of the Institution/Organization:

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Name:

Seal:

Date:

Signature of Chartered Accountant/Finance Officer:

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Name:

Membership No.:

Date:

Important Notes:

- Utilization Certificates must be submitted for every grant received from the government.
- All figures should be supported by relevant vouchers and records.
- The certificate should be verified and signed by the authorized signatory and a Chartered Accountant/Finance Officer.
- Any unutilized grant must be promptly returned or properly accounted for in subsequent utilization certificates.
- Furnishing false or misleading information may attract penalties and recovery of the grant amount.