

Prof.(Dr.) Vibha Surana
I/C Director



Confucius Institute,
University of Mumbai
Room no. 8, Ground floor,
Ranade Bhavan,
Kalina Campus, Santacruz (East)
Mumbai- 400 098. (India)

Reaccredited by NAAC with 'A' Grade

Date: 25.11.2016

Ref. No. CI / 144 / 2016

To,
The Deputy Registrar,
F & A IV,
University of Mumbai,
Fort Campus,
Mumbai - 400 032.

Sub : Payment to the party for air fare of Prof. Vibha Surana.

Dear Sir,

Please find enclosed Invoice No. 2346 dated 21.11.2016 for Rs. 42,100/- (Rupees Forty Two Thousand Hundred Only) received from Artanaya Travels being the charges for air fare for attending 11th Global Confucius Institute Conference on 9th December to 12th December, 2016.

I, therefore, request you to kindly sign the cheque No. 392014 dated 28.11.2016 amount of Rs. 42,100/- to party from the budget Head "International Travel" of the Confucius Institute Account from the amount donated Hanban.

With thanks and best wishes,

Vibha Surana

Prof. Dr. Vibha Surana
I/c Director,
Confucius Institute
University of Mumbai

- Encl. : 1. Invoice No. 2346 dated 21.11.2016 for Rs. 42,100/-
2. Permission letter from the Vice Chancellor.
3. Copy of the invitation
4. Copy of the programme
5. Copy of the air ticket