



# DEBIT ADVICE

002301

To, Mr. ....

Dept. No. .... Staff No. ....

Date : .....

Ref. ....

Your account is debited for Material/Services as detailed below the amount will be recovered out of your earning / bills.

Cr. A/c	Qty.	Rate		Amount	
		Rs.	Ps.	Rs.	Ps.

Dr. A/c No.  
Copies

Accounts, Employee, Office Copy

Dept. No.

Branch Chief  
8205100615