

DEPARTMENT OF POSTS, INDIA

(See Rule 267, Posts and Telegraphs Financial Handbook, Volume I, Second Edition)
Charge Report and Receipt for cash and stamps on transfer of charge



Certified that the charge of the office of _____ was made over /relinquished/assumed
by (name) _____ to (name) _____
at (place) _____ on the (date) _____ (forenoon/afternoon) in accordance with Memo
No. _____ Dated at _____ the _____

Relieved Officer

Relieving Officer

Certified that the balance of this date of the several books (including Stock Book and Registers) and accounts of the office have been checked and found correct.

Certified that the balance as detailed below were handed over to me by the Relieved Officer and I accept the responsibility for the same.

Cash Rs. _____ P. _____

Stamp Rs. _____ P. _____

Revenue Rs. _____ P. _____

Relieved Officer

Relieving Officer

Dated at _____ the _____

Copy forwarded to _____

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