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ROYAL AUDIT AUTHORITY

( A Clean Public Service - Nation's Pride )



Ref. No.

Dated:

Officer In charge  
Finance Section,  
Royal Audit Authority,  
Thimphu.

Subject: **Deposit of Outstanding dues into Audit Recoveries Account**

Sir,

Kindly issue an official receipt for Nu..... (Ngultrums.....  
.....) only, in favour of the following:

Sl. No	Name	Designation	Grade	Employee I.D. No./Contractor/Supplier License No.	Deptt./Ministry	Due Amount (Nu.)	Commercial Interest (Nu.)	Total (Nu.)

Details of outstanding as per our Audit Memo, IR. No., Para No. & Date as Under:

Sl. No.	Details of outstanding as per our Audit memo, para No., IR. No. & Date	Department / Ministry	Due Amount (Nu.)	Commercial Interest (Nu.)	Total (Nu.)
1.					
2.					
3.					
4.					

Amount.....

Signature.....

Receipt No.....

Name.....

Date.....

Designation.....

Division.....

Auditing Beyond Books of Account: *Auditing In-action*

P.O. Box: 191, Kawajangsa, Thimphu : Bhutan. Tel: 322111 / 322388, Fax: 323491.

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