



Royal University of Bhutan

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**PARO COLLEGE OF EDUCATION
ROYAL UNIVERSITY OF BHUTAN
POST BOX NO: 1245
PARO: BHUTAN**



SALARY ADVANCE FORM

Date

To be filled by applicant

Name	
Employee ID	
Designation	
Amount requested	
Purpose	

Dated Signature of Applicant

To be filled by College Finance

Previous Salary advance balance	Nu.	<i>If there is any balance, applicant is not eligible for additional sanction</i>
Total Employee monthly earnings	Nu.	
Total deduction	Nu.	
Net disposable income	Nu.	
Maximum Amount eligible for salary advance	Nu.	<i>(Two months total earnings)</i>
Amount Sanctioned	Nu.	
Repayment Period	Nu.	
Equated Monthly Installment (EMI)	Nu.	

Approved/ Not Approved

Seal & Dated Signature of Finance Officer