

**CERTIFICATE OF UTILISATION OF IGSTC FUNDS**  
**(FOR EVENTS IN GERMANY)**  
 (To be provided in official letterhead)

1. Amount of Funds received :
2. Date of receipt :
3. Purpose (workshop title, date & venue with names of both German and Indian Coordinators) : IGSTC workshop on “ ”
4. IGSTC Sanction Letter No :

**Utilisation of Funds**

- a) Travel cost paid to \_\_\_\_\_ Indian participants  
(Please attach the list of Indian participants) :
- b) Travel cost paid to \_\_\_\_\_ German participants  
(Please attach the list of German participants) :
- c) Stay expenses including payments of per diem  
to both German + Indian participants :
- d) Stay expenses to IGSTC/BMBF/PT-DLR participants :
- e) Organisational expenses :
- f) Any other expenses :
- g) Balance amount available at the end of the Workshop :
- h) Excess expenditure to be reimbursed to Host  
Institution :
- i) Amount to be refunded to IGSTC/to be received from  
IGSTC :

Signature with  
date and stamp

German Coordinator

Finance Officer/Head of the Host Institution