

DEPARTMENT OF \_\_\_\_\_, CCSHAU, HISAR

Challan No. ....

Dated : .....

To

The Prof. & Head  
Dept. of \_\_\_\_\_  
CCSHAU, Hisar

(Write here to which Dept. the item  
has/have to be transferred)

**Subject : Transfer Entry Delivery Challan**

Following material is sent herewith in your office for further action:

| Sr. No. | Name of Material | Qty. | Value | Stock Register & Page No. | Date of Purchase | Remarks (Dept. of   |
|---------|------------------|------|-------|---------------------------|------------------|---------------------|
|         |                  |      |       |                           |                  | Stock Register No.) |
|         |                  |      |       |                           |                  |                     |

Please acknowledge the receipt and return one copy of this challan duly ticked by the audit after showing entries.

No. \_\_\_\_\_/24/SK/.....

Dated .....

**Prof. & Head/HOS/Director/RD  
CCSHAU, Hisar**

Returned after showing stock entries to Audit.

The above article(s) has/have been received in good condition and entered in stock register at page(s) shown against each.

**Signature**

**Designation of the Officer** \_\_\_\_\_  
**receiving article of CCSHAU, Hisar** \_\_\_\_\_