



# Green University of Bangladesh

Purbachal American City, Kanchan, Rugganj,  
Narayanganj-1461, Dhaka, Bangladesh

## Advance Adjustment Form

Name: ..... Date: .....

Designation: ..... Department: .....

Purpose of Expenditure: -----  
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SL	Date	Name of Items / Particulars	Bill No.	Quantity	Unit Cost	Total Expense
Total Expense is :						=
Advance :						=
Refund / Excess Expense :						=

\_\_\_\_\_  
Submitted by

\_\_\_\_\_  
Recommend by

\_\_\_\_\_  
Checked by

\_\_\_\_\_  
Approved by