



## FORM M.P.T.C. 17

*[See Subsidiary Rule 197]*

## BILL REGISTER

Office of the .....

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	Amount disbursement			16.	17.
												13.	14.	15.		
Bill No. and date	Particulars of bill	Net amount of bill	Dated initials of gazetted officer signing bill	Date of presentation at Treasury	Token No.	Amount passed by Treasury	Date of signing acknowledgement with initials of officer signing bill	No. and date of Treasury Voucher and date of encasement	No. and date of Cheque or endorsement	Date of entry in Cash Book	Initials of gazetted officer in-charge of Cash	Month of encasement	2 <sup>nd</sup> Month	3 <sup>rd</sup> Month	No. and date of bill in which balance sheet drawn	Remarks



FORM M.P.T.C. 17-A

[See Subsidiary Rule 216]

Register of Attachments of Pay, etc.

Name and Designation of defendant	Court's Order		Number of suit	Name of Plaintiff	Amount to be recovered		Initials of T.O. or other disbursing officer	Recovery			No. and date of remittance	Acknowledgement by the Court		
	No.	Date			Amount	Date		Initials of T.O. or other disbursing Officer	date	Initials of T.O. or other disbursing officer		Remarks		
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	
					Rs.	P.	Rs.	P.						



**FORM M.P.T.C. 17-B**

**(See Note 4 below Subsidiary Rule 276)**

**Bill Transit Register**

Name of the Department/Office .....

S.No.	Particulars of the Bill	Net Amount	Initials of Drawing and Disbursing Officer	Token No. allotted by the Treasury	Dated initials of the receiving official in the Treasury	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Notes—(1) Column 2: Entries should indicate the No. and date of the Bill, and the nature of the claims viz. Establishment Pay Bill, T.A. Bill, contingent Bill etc, and in the case of self-Drawing officers, their name.

(2) Column 5: Entries to be made by Treasury Officer.

and 6

(3) Column 7: (i) On receipt of Payment by cheque/cash the drawing and disbursing officer will make the entry “ payment received” The register should be reviewed making the entries in col. 7 to ensure that unauthorised bills are not presented and encased through the register.

(ii) On return of the bill unpassed from the Treasury, the Drawing and Disbursing Officer shall note that fact against the relevant entry under his dated initials. If presented again, should bear a new serial number.