



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**



Ref. No. 1698/2023/OIR

Date: 04.01.2023



This is to bring to your kind notice that the Office of International Relations is planning to host various events where we are planning to raise sponsorship funds from the corporates. In this regard, the Office of IR needs to provide them with a tax invoice copy.

This is to request you to kindly grant the permission to the Office of IR to receive sponsorship fund in the SBI Account No. 37711582715, which is already included in the Institute CAG audit and is used to receive sponsorship fund for alumni events.

Placed for your kind consideration and approval.


Associate Dean, IR & Ranking

As the account is already being used to receive sponsorship for organizing events of Office of Alumni Affairs, this facility may be extended for Office of International Relations to organize their events.

5/1/23
Dean, Outreach & Alumni Affairs

Dy. Director

Registrar: Pls examine.
11/1/23

May be approved as requested subject to adherence of required statutory and regulatory formalities. If necessary the officials of the office of Dean (OR&A) may consult with Institute Tax Consultant.

Dy. Director Pl.

12/1/23

Chu
10/01/23