

FORM 3
 RECEIPT FOR PAYMENTS TO GOVERNMENT
 (Referred to in paragraphs 6.3.1 to 6.3.3 of CPWA Code)

GAR - 6

Receipt	Receipt
Counterfoil (Office Copy)	
No. 20.....	No. 20.....
Received from with	Received from with
Letter No..... dated	Letter No..... dated
the sum of Rupees	the sum of Rupees
<u>In Cash</u>	<u>In Cash</u>
by Cheque No	by Cheque No
by Bank Draft	by Bank Draft
on account of	on account of
.....in paymentin payment of
of
Initials	Signature
Rs.	Rs.
Designation	Designation

FORM 3 A
CASH MEMO FOR GOODS SOLD BY GOVERNMENT
(Referred to in paragraph 6.3.1)

Form C.P.W.A. 3-A

Form C.P.W.A. 3-A

<p style="text-align: center;">Government of India</p> <p>.....Department</p> <p style="text-align: center;">CASH MEMO</p> <p>.....Division Date.....</p> <p>.....Sub.Division</p> <p>Book No.</p> <p style="text-align: right;">Receipt No.....</p> <p>Name and Address of Customer</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th style="width: 25%;">Particulars</th> <th style="width: 15%;">Quantity</th> <th style="width: 15%;">Unit</th> <th style="width: 15%;">Rate</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">Rs.</td> </tr> <tr> <td>Sales</td> <td></td> <td></td> <td></td> <td style="text-align: right;">Rs.</td> </tr> <tr> <td>Tax/V.A.T</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="5" style="text-align: center;">Total Amount</td> </tr> </tbody> </table> <p>Total amount in words</p> <p>.....</p> <p style="display: flex; justify-content: space-between;"> Cashier/Divisional officer or other authorized Government Officer Entered in Cash Book Divl. Officer or other authorized Govt. officer </p> <p>Notes : - (1) Goods once sold will neither be replaced nor be taken back. (2) Government’s responsibility ceases as soon as the goods etc. leave the premises.</p>	Particulars	Quantity	Unit	Rate	Amount					Rs.	Sales				Rs.	Tax/V.A.T					Total Amount					<p style="text-align: center;">Government of India</p> <p>.....Department</p> <p style="text-align: center;">CASH MEMO FOR GOODS SOLD BY GOVERNMENT</p> <p>.....Division Date.....</p> <p>.....Sub.Division</p> <p>Book No.</p> <p style="text-align: right;">Receipt No.....</p> <p>Name and Address of Customer</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th style="width: 25%;">Particulars</th> <th style="width: 15%;">Quantity</th> <th style="width: 15%;">Unit</th> <th style="width: 15%;">Rate</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">Rs.</td> </tr> <tr> <td>Sales</td> <td></td> <td></td> <td></td> <td style="text-align: right;">Rs.</td> </tr> <tr> <td>Tax/V.A.T</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="5" style="text-align: center;">Total Amount</td> </tr> </tbody> </table> <p>Total amount in words</p> <p>.....</p> <p style="text-align: right;">Received the above amount Cashier & Divl. Officer or higher authorized Officer</p> <p>Notes : - (1) Goods once sold will neither be replaced nor be taken back. (2) Government’s responsibility ceases as soon as the goods etc. leave the premises.</p>	Particulars	Quantity	Unit	Rate	Amount					Rs.	Sales				Rs.	Tax/V.A.T					Total Amount				
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