

JADAVPUR UNIVERSITY

URGENT NOTICE

This is hereby informed to all concerned [Teachers, Staff, Officers, Students/Scholars and Vendors/Contractors/Service providers] that due to some unwanted and undesirable events, the payments out of University Main account in SBI, JU Branch has been temporarily kept on hold.

I am directed to request all concerned, as above to bear with us and please help us with the following information to make direct payment to the bank account of respective Payees, in a day or two; if we get back the returned cheque.

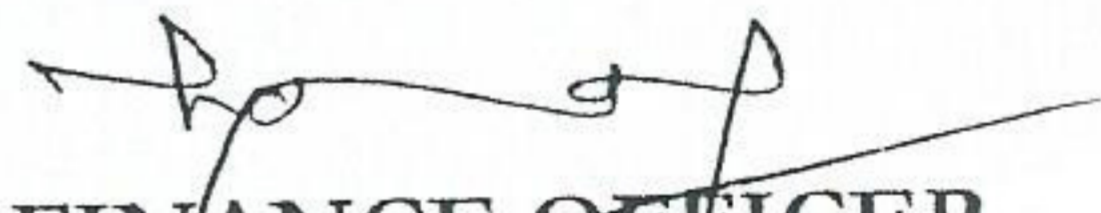
For direct payment to the bank account, we require the following information from all such payees::

- (i) SBI account: Provide only account number;
- (ii) Non-SBI Account: Provide Bank account number, name of Bank with Branch, IFSC/NEFT Code.

Please treat the matter as urgent and submit the relevant data and documents to the office of the undersigned immediately.

Inconvenience caused is regretted.

Date: 23.8.2014


FINANCE OFFICER