

To  
Finance Department  
Manipal University Jaipur

25 August 2016

Subject : Stipend for Intern

Sir,

Here are the details of the intern and stipend to be debited from the IAESTE MUJ account to be paid

**Intern Details:**

Name: Silvia Mihaela Plesea

Employer: MADHURA YADAV

Country: Romania

Duration: 25/7/2016 to 16/9/2016

**Stipend Details :**

Monthly Stipend: INR 5000/-

Number of days Worked : 32

Stipend Per Day: INR 165/-

Stipend To Be Paid:  $32 \times 165 = \text{INR } 5280/-$

Working Duration: 25/7/2016 to 25/8/2016

Kindly debit the specified amount from IAESTE MUJ account to be paid in cash as stipend to the intern



Yours Sincerely

Sanchit Khanna

CFO, IAESTE MUJ

A: please release the no  
of days & release the  
payment accordingly.



29/08/16