

**MFM Form 6, (A- 25.16)**  
**Existing FORM 22**  
**(As per Form 25 of State Accounts)**  
**STATEMENT OF CHEQUES DRAWN DURING THE MONTH OF -----**

Sr.No.	Cheque No. and Date	To whom issued	Name of the Bank	Amount in Rs.
1	2	3	4	5

**MFM Form 7, (A- 25.16)**  
**Existing FORM 23**

**STATEMENT SHOWING THE DETAILS OF CHEQUE DRAWN/ENCASHED /  
REMAINING UNENCASHED DURING THE MONTH -----**

1. Total amount of cheques remain unencashed at the end of previous month
2. Total amount of cheques issued during the Current month
3. Total (1+2)
4. Total amount of cheques encashed during the Current month as certified by the Treasury.
5. Total amount of cheques that have remained unencashed at the end of the current month (3-4)
6. Details of cheques unencashed at the end of current month i.e. details for amount shown against column-5

Sr.No.	Cheque no.	Date	Amount
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