

**Department of Posts**

**FRANKING MACHINE DAILY DOCKET**

1. Name of the Licensee: - **METEOROLOGICAL CENTRE, SIKKIM, GANGTOK**

2. No. of window ticket for the machine:

Certified that at the close of business today meter reading of the machine relating to the window ticket mentioned are as shown below.

1. Ascending meter
2. Credit meter
3. No. of dispatches made during the day ....
4. Total Consumption during the day .....
5. Closing Balance **RS.**

Note: In calculating the consumption during the month the number of unit in a complete cycle of the ascending meter should be according to the meter read on the last date of the current month for each occasion the ascending meter completed the cycle during the month.