1. Name:

	CENTRAL
Sub-hill N	0

2. Designation:

TRAVELLING ALLOWANCE BILL FOR TOUR

Note: This bill should be prepared in duplicate-one for payment and the other as office copy

PART - A

(To be filled in by the Government Servant)

Pay Rs					4. Headquarters:					
Detailed and purpose of Departure			(s) perf	ormed:-	Mode of travel And class of accommod ation	Fare p		Distance In Kms. For Road mileage	Duration of halt	

6. Mode	of jou	rney(s):	
i) Air: -	a)	Exchange voucher arranged by officeNoY	es/No
	b)	Ticket/ exchange voucher arranged by	
ii) Rail:-	a)	whether traveled by mail / express/ordinary train ? Yo	
	b)	Whether return tickets available?	
	c)	If available, whether return tickets purchased? If not, state reasons	••••
iii) Road		Mode of conveyance used by Govt. transport by taking a taxi, a single seat in a public conveyance by sharing with another Govt. servant in a car belonging to he third person to be specified.	bys of other
a) Res	tricted	sence from place of half on account of: - NA d Holidays and Casual Leave	
	_	g actually in camp on Sundays and Holidays	
		nich free board and or lodging provided by State or any organization financed by S	
		anly and Doord and Lodeine	
,		only c) Board and Lodging	
		to be furnished along with hotel receipts etc. in cases where higher rate of Daily A stay in hotel/other establishments providing board and or lodging at schedule taris	

			Daily 1	ate	Tota	al
Period	of Stay	Name of the Hotel		Lodging		
			charge		paid	
From	To		Rs.	P.	Rs.	p.
		Total			3400	

10.	Particulars of journey(s) for which higher class accommodation than the one to which the
	Government servant is entitled was used.

				Class	Class	Fare o	f the
Date	Name of place		Conveyance	to	by	entitled	d class
				which	which		
				entitled	traveled		
	From	То					

Note: If the journey is) by higher class of accommodation has been performed with the approval of the competent authority, the number and date of sanction may be quoted.
11. Details of journey(s) performed by road between places connected by rail:

Date	Name of place		Fare paid		Remarks	
	From	То	Rs.	p.		

12.		e of Traveling Allo on as given above i		

Signature	of the	Government	Servan
Signature	01 1110	O o ver immemi	SOI (dii

Date.....

PART - B

(To be filled in by the Bill Section)
The net entitlement on account of Traveling allowance works out to Rs

	upees) as detailed below:	Rs.	p.
a)	Railways/ Air/ Bus Steamer fare:		
b)	Road mileage for Kms.		
c) d)	Daily Allowance: i)		
	Gross Amount d) Less Amount of advance of T.A. if any, drawn vide Voucher No Date		
	Net Amount-		
	Rounded of-		
	2. The expenditure is debitable to		
	Bill Clerk Countersigned Signa	nture of Draw	ing

& Disbursing Officer