

8. Transportation charges for personal effects. (*Money Receipts to be attached*):

Date	Mode of transport	Station		Weight in kgs.	Rate ₹	Amount ₹	Remarks
		From	To				
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]
				Total:			

9. Transportation charges for personal conveyance (*Money Receipt to be attached*):

(a) Mode of transport and station to which transported : _____

(b) Amount : ₹ _____

10. Amount of Advance, if any, drawn: ₹ _____

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

Date	Name of Places		Mode of conveyance used	Class to which entitled	Class by which travelled	Fare of the entitled Class (₹)
	From	To				
[1]	[2]	[3]	[4]	[5]	[6]	[7]

NOTE: If the journey by higher class of accommodation has been performed with the approval of the Competent Authority, the number and date of sanction may be quoted

12. Details of journey (s) performed by road between places connected by rail:

Date	Name of places		Fare paid
	From	To	
[1]	[2]	[3]	[4]

Certified that the information, as given above, is true to the best of my knowledge and belief.

Date _____

Signature of the Government servant

Place _____

Name _____

PART-B

(To be filled in by the Bill Section)

1. The net entitlement on account of Travelling Allowance works out to ₹ _____
(Rupees _____)
as detailed below:

#	Description	Amount (₹)
(a)	Railway/Air/Bus/ Steamer fare:	
(b)	Road mileage for _____ km.@ _____ per/km.	
(c)	Composite transfer grant	
(d)	Transportation of personal effects	
(e)	Transportation of private conveyance	
(f)	Gross amount [(a)+(b)+(c)+(d)+(e)]	
(g)	Less Amount of advances(s), if any, drawn vide voucher(s) No_____.Dated_____	
(h)	Net Amount [(f) - (g)]	

2. The expenditure is debitable to_____

Dealing Assistant
(Initials)

APO
(Signature)

DCA
(Signature)

Countersigned

Finance Officer
(Signature)