

### TRAVELLING ALLOWANCE BILL

<u>NAME</u>		<u>GRADE PAY</u>	
<u>DESIGNATION</u>		<u>PURPOSE OF JOURNEY</u>	

PARTICULARS OF JOURNEY & HALTS						KIND OF JOURNEY	RAILWAY JOURNEY			ROAD			AMOUNT	NO. OF DAYS FOR WHICH DA IS CLAIMED	TOTAL OF EACH LINE
DEPARTURE			ARRIVAL				CLASS	NUMBE R OF FARES	AMOUN T	NUMBE R OF KMS	RATE	CONVE YANCE USED			
STATION	DATE	HOUR	STATION	DATE	HOUR										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

1. I have not drawn Travelling Allowance from any other source for this journey.
2. I have travelled in the class for which I have charged the railway fare.
3. The journey was actually performed by Mail/Express train and was necessary in Public Interest, on dates.

Passed for Rs.:

Signature of Claimant

President