

Railways, aeroplane or steamer fare (col No.10) Rs. _____

Road Mileage i) at Rs. _____ per Km. for _____ Kms (Col. No.11) Rs. _____
 ii) at Rs. _____ per Km. for _____ Kms

Bus fare (Col. No.11) Rs. _____
 Rs. _____

Days for which daily allowance is claimed
 i) at Rs. _____ for _____ days
 ii) at Rs. _____ for _____ days

Total amount Rs. _____
 Less Deduction Advance Paid vide Vr. No. _____ Rs. _____
 Date _____

Net Claim Rs. _____

(1) Certified that distances for road journeys shown in the bill are correct to the best of my knowledge and belief.
 (2) Certified that I have travelled in a class of accommodation not lower that for which fare were claimed in this bill and to which I am entitled.
 (3) Certified that the journeys were performed by the shortest and cheapest route.
 (4) Certified that I did not perform the road journeys for which mileage allowance has been claimed at the higher rates prescribed in the rule 46 of the S. Rules by taking a single seat in any by public conveyance (excluding a steamer) which plies regularly for hire between fixed points and charge fixed rates. I also certify that the journey were not performed in any other vehicle without payment of its hire charges or incurring its running expenses.
 (5) Certified that return concessional Rly./ Air ticket was / was not purchased.
 (6) Certified that the journey was actually performed by Mail/Express train as stated in the bill
 (7) An Advance of Rs. _____ was drawn by me for this purpose.
 (8) The claim for journeys mentioned in this bill has not been preferred or nor paid from any other source.
 (9) Certified that Sundays & Holidays were actually and not merely constructively spent in the camp.
 (10) Certified that I was / was not treated as guest of a Government or an Institution and was / was not allowed free boarding and / or lodging at the expenses of that Government or the Institution visited.
 (11) Certified that I have / have not availed of free transport of this Institution or of any one else.

Dated _____ Signature of the Claimant _____

(Passed for Rs. _____
 _____)

Checked in Audit (Pre-audited / Post Audited) ACCOUNTS OFFICER

Admitted Rs. _____

Disallowed / Added Rs. _____
 Countersigned _____

DIRECTOR / DEAN R&D / H.O.D./REGISTRAR

Sr. Auditor _____ Audit Officer _____

To : Accounts Section Forwarded herewith T.A. Claim for necessary action Admn-I(a)

Signature of the Employee