

GOVERNMENT ENGINEERING COLLEGE JHALAWAR

Technical Education Quality Improvement Programme Phase-III

Bill for Reimbursement of Travelling Allowance & D.A./Honorarium

ORDER No. & DATE:

DATE: ___/___/20

FULL NAME:

DESIGNATION:

DEPARTMENT

PAY BAND & GRADE PAY:

NAME OF INSTITUTE /ORGANISATION

ADDRESS:

PURPOSE OF JOURNEY							
(A) T. A.:							
Date & time	Departure From	Date & time	Arrival at	Mode of Journey (i.e. Bus, Car, Taxi, Rail, Air)	Distance in K.M.	Class	Fare paid
Total (A) Rs.							
(B) Rickshaw/Taxi/CAB (for travel within the city):							
Total (B) Rs.							
				No. of days	Rate per Day	Total Rs.	
(C) D.A.:			Hotel bill (if any)				
			D.A.				
(D) Honorarium:(If applicable)				No. of days	Rate per Day	Total Rs.	
Gross Total Rs.: (A)+(B)+(C)+(D)							

(Note: It is mandatory to take printout of both of the pages of TA form in front and back of one page only)

1. Travelling allowance : Total :
2. Daily allowance/Food Bill : Total :
3. Accommodation Charges: Total :

Grand Total:

Less: Advance Drawn:

Net Amount:

This is to Certify that (Tick appropriate option): -

- I have travelled by Railway _____ Class / Bus / Taxi. (Attach Rail/Bus Ticket or Taxi Bill)
 I have travelled by Air & the air fare claimed is limited to Economic class air fare. (Please attach copy of air ticket & boarding pass)
 I have travelled by my own car with vehicle No. _____ . (Attach Copy of Registration)

Signature of Claimant with date:

Name of Claimant

PASS ORDER

Debit Head :

Passed for payment of Total Rs _____

(Rupees in words _____ only).

Accountant

Nodal officer
Financial Aspect, TEQIP

Principal
GEC, Jhalawar

RECEIPT

Received Rs. _____ (Rupees in words _____ only)

From Principal, Government Engineering College, Jhalawar towards TA and DA/Honorarium.

Signature:
Name:

Revanue
Satmp

Bank information of receiver for Electronic fund transfer (if Vender registration is due)

Account holder Name:

Bank Name _____ Branch & Branch Code: _____ :

IFSC Code _____ A/c No.(Full digits): _____

Aadhar No: _____ Pan No: _____

Mobile No: _____ Email id: _____

Address _____

The above information provided by me is correct.

Signature:
Name: