

UNIVERSITY OF DELHI
Travelling and Halting Allowance Bill

Name in full.....

Address.....

Basic Pay.....

Date Station and Hour of Departure	Date. Station and Hour of Arrival	TRAVEL BY RAIL/AIR			TRAVEL BY ROAD		Daily Allowance s No. of days (and place)	Amount		Total of Columns 3 (b), 4, 6, & 8 Rs. P.		Purpose of Journey	Remark	
		Distan ce in KMs.	Incident charges	Railway/Air fare amount Rs. P.	Distance in Kms.	Amount Rs. P.		Rs.	P.					
1	2	(a)	3 (b) Rs. P.	4		5	6		7	8		9	10	11
			Total...			Total..			Total..					

1. I certify that I have not drawn T.A. or D.A in this connection from any other source.
2. I certify that the above bill is in accordance with the Rules and Regulations and is otherwise in order and that I have travelled in the class for which I am charging Railway/Air Fare.
3. I certify that I did not perform the road journey by taking a single seat in a taxi or mini bus or moto-lorry playing for hire.
4. I certify that I did not avail of free messing transport and accommodation facilities at the outstation.

Signature of the Claimant

Counter Signature

Affix Revenue
Stamp if the Bill
is more than Rs.
5000/-

Signature Controller of Exam. Head of the Department
Designation
(Rupees
Passed for Rs.....
Paid by
Cheque No. Date.....