

TDB
INLAND TRAVEL EXPENCES

Name : _____
 Designation : _____ Basic Pay: _____
 Purpose : _____ Pay Level: _____
 Bank Details : Account No: _____ PAN No: _____
 Bank Name: _____ IFSC Code _____

A. Journey Details :

Dep. From	Date & Time	Arr. At	Date & Time	Mode & Class	Fare

B. Accommodation Charges :

Name of Hotel/Guest House (attach supporting voucher)	City	Duration of Stay		Tariff	Amount.
		From	To		

C. Daily Allowance :

Halt at/ Journey	Period	No. of DA's	Rate	Amount

D. Local Conveyance : / Road Mileage

City	Date & Time	From	To	K.M.	Mode of Conveyance	Amount

E. Leave availed : _____ **From :** _____ **To :** _____

- i) Certified that no TA/DA in respect of the journey for the period mentioned in this bill has been or will be claimed from any other sources.
- ii) Certified that I was not provided with free boarding, lodging and conveyance.
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Net Amount claimed : _____

Advance drawn : _____

Net Amount : _____

Date : _____

(Signature)

Journey & exp. approved. Payment may be released as per entitlement.

Date :

Approving Authority

Passed for ₹ _____