

**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI.
TRAVELLING ALLOWANCE BILL**

Name (In block letters)

Designation

Basic Pay/Declared Income for Non Employees
For T.A. Purposes

Purpose of Journey

Date of Meeting/Inspection/Exam. etc., (if any)

Bill Register Page..... Voucher No.....

Departure			Arrival			Mode of Journey	Distance For Road-Mileage		Amount	
Station	Date	Time	Station	Date	Time		K.M.	Rate	Rs.	Paise

1. Mode of journey
 NOTE :- Deluxe/A.C. Bus/1st-Class Rail/Air
 (Tickets attached)
- (a) By Rail : class..... Ticket No.
 - (b) By Bus : (Ord./Deluxe/A.C.)
 - (c) Own Car/Staff Car /Taxi No.....
 - (d) By Air : Ticket No.

- 2. Journey/Halting days.....@.....
@.....
 - 3. Local Conveyance, if any
 (Details on Separate Sheet)
- Total

Declaration : Certificated that —

- (i) Particulars provided herewith are correct & that I have not claimed T.A./D.A. etc. for this Journey from any other public source.
- (ii) I was not provided free lodging and/or Boarding at the cost of Govt./University or any autonomous body.
- (iii) Certificate for Payment at the Spot

Certified that I shall perform the return journey from.....
 to..... by the same mode as claimed in the T.A. bill

Signature*

Address

Countersigned.
 Controlling Officer

Received Payment

Affix Re. 1/-
 Revenue Stamp
 if amount exceeds
 Rs. 500/-

Signature*

(*Please Sign at both the places).

For use in Accounts Branch.

Head of Account.....
 Pay Rs. (in figures).....(in words).....

Clerk Asstt. Supdt.

For Audit Use

Seen : (i) Sanction (ii) Bill/Grant Register
 (iii) Attendance

Pay Order

DEPARTMENT

Passed for Rs.....

Rupees.....

Cheque No..... **Registrar**
 Date.....

Pay order verified

Clerk/Asstt.

A.R.A./F.D.O.