

**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. Puropes.....

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/1<sup>st</sup> 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

Delcaration : Certificate 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.

**For use in Accounts Branch**  
 Head of Account .....  
 Pay Rs. (in figures).....(in words).....  
 .....  
 Clerk                      Asstt.                      Suptd.

**For Audit use**  
 Seen : (i)Sanction                      (ii)Bill/Grant Register  
 (iii) Attendance  
 Pay Order

<b>DEPARTMENT</b> Passed for Rs ..... Rupees..... .....
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Countersigned. ....

Signature\*.....  
 Address.....  
 .....

Controlling Officer

Received Payment 

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

Signature\*.....  
 (\*Please Sign at both the places)

Cheque No..... Registrar  
 Date.....  
 Pay order verified  
 .....  
 Clerk/Acctt.                      A.K.A/F.D.O.