

## APPLICATION FOR GRANT OF L.T.C. ADVANCE

1. Name of the Government Servant :
2. Designation :
3. Date of entering the central Government service :
4. Present Pay Level & Cell :
5. Home town as recorded in the service book :
6. Whether wife/ husband is employed and if so whether entitled to L.T.C. :
7. Whether the concession is to be availed for visiting hometown and if so block year for which L.T.C. is to be availed. :
8. a) If the concession is to visit anywhere in India, the place to be visited. :
- b) Block for which to be availed :

9. Family members in respect of whom L.T.C. is proposed to be availed :

Sl. No	Name	Age	Relationship with Govt. Servant

10. The expected fare from the headquarters to home / place of visit by shortest route:

Journey date	Journey		Mode of Travel	Class	Fare per head	No of fare	Total fare
	From	To					
Grand Total							

11. Amount of advance required : Rs.

