

Central University of Haryana

Travelling and Halting Allowance Bill

Name in Full _____ Basic Pay _____
 Address _____

Date Station and Hour of Departure	Date Station and Hour of Arrival	TRAVEL BY RAIL/AIR			TRAVEL BY ROAD		Stay charges and meal charges (enclosed receipt)	Amount	Total of Columns 3(b), 4, 6 & 8	Purpose of Journey	Vehicle No./Remarks
		Distance in Kms (a)	Incident charges (b)3	Railway/Air Fare amount 4	Distance in Kms	Amount					
1	2			4	5	6	7	8	9	10	11
		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 Fair.
3. I certify that I did not perform the road journey by taking a signal seat in a taxi, or mini bus or motor-lorry playing for hire.
4. I certify that I did not avail of free messing transport and accommodation facilities at the outstation.

Passed for Rs. _____ (Rupees _____) Date _____
 Cheque No. _____

Signature of Claimant

UDC/Assistant _____ Section Officer _____ Finance Officer _____ Registrar _____

OSD (IA)