

BIJU PATNAIK UNIVERSITY OF TECHNOLOGY, ORISSA ROURKELA

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TA AND DA BILL FORM

Name (in Block Letter) :	Basic Pay:
:	······
Purpose of Visit :	
Details of income of final union to and for we idented / Off	fice O Aimport / Deilyson Otation)

Details of journey (including to and fro residence / Office & Airport / Railway Station)

	Departure		Arrival			Distance in	Fare paid	
Date	From	Time	То	Time	Mode of Journey	Kms (Road mileage for local Journey)	(Air,/Rail/ Taxi, etc)	Air/Rail Ticket No.
1	2	3	4	5	6	7	8	9

Certificate

- a) Certified that No TA in respect of the Journey for the period mentioned in the bill has been or will be claimed by me from any other official source.
- b) Certified that I was not provided with free boarding, lodging and conveyance.

- .	
Date:	Signature of the Claimant

(FOR OFFICE USE ONLY)

The above details have been verified and claim may be admitted.

Da	te:	_		Signatu	re of the Con	venor
1.	Travelling Allowance		Rs			
2.	Other Allowance					
3.	DA Days @		Rs		_	
		TOTAL	Rs		-	
Pas	ssed for payment of Rs		(Rupees			
				Drawing a	nd Disbursi	ng Officer
			PAYEE'S F	RECEIPT		
Re	ceived Rs	(Rupe	ees			
) only.				
					Rev.	
					Stamp	

Signature of the Claimant