

Travelling Allowance bill of (Name) .....

Head of Account :

Voucher No. .... Date .....

Headquarter ..... Substantive Basic pay Rs. ....

Cheque No. .... Date .....

| Date & hour of |         | Route |    | Railway/Steamer or Other Govt. recognised Service |        |    | Mileage by Road   |      |        |    | Halting Allowance |      |        | Sitting Allowance | Total |    | Purpose of journey | Remarks   |    |
|----------------|---------|-------|----|---|--------|----|-------------------|------|--------|----|-------------------|------|--------|-------------------|-------|----|--------------------|---|----|
| Departure      | Arrival | From  | To | Rate  | Amount |    | No. of Kilometers | Rate | Amount |    | No days halted    | Rate | Amount |                   | Rs.   | P. |                    |   |    |
|                |         |       |    |   | Rs.    | P. |                   |      | Rs.    | P. |                   |      | Rs.    |                   |       |    |                    |   | P. |
|                |         |       |    |   |        |    |                   |      |        |    |                   |      |        |                   |       |    |                    | CERTIFICATE<br>1. I Certify that T.A. for journey has not been drawn from any other source.<br><br>2. I Certify that I have travelled by my own car no.....<br><br>Signature of the officer who travelled<br>Designation.....<br>Address..... |    |
|                |         |       |    |   |        |    |                   |      |        |    |                   |      |        |                   |       |    |                    |   |    |

**Received Payment**

Deduct Advance paid vide

Voucher No. .... Date ..... Rs. .... Passed for Rs. .... Rupees .....

Net Payable Rs. .... (Rupees .....)

**Payment approved for Rs.**

Dealing Assistant / Section Officer

Asstt. Registrar (F&A) / Deputy Registrar (F&A)

**Registrar**  
**DIBRUGARH UNIVERSITY**