

TRAVELLING ALLOWANCE BILL FOR TOUR

Part-1

Name	play Store	Desination	HR Manager
Claim Peroid:	13/03/2024 to 13/03/2024	Headquarters	Bulandshahr

Details and Purpose of Journey(s) performed :-

Date	Mode of Travel & Class of accommodation	Fair Paid Rs.	Distance in kms	Purpose of journey
14/03/2024	Bike	30.0	30	dbhs
14/03/2024	Bike	400.0	400	hshs
Total (A)			430.0	

Part-2

Allowance is claimed for Travelling

Date	Mode of Travel & Class of accommodation	Fair Paid Rs.	Purpose of journey
13/03/2024	Train	100.0	bsbs
Total (B)		100.0	

Part-3

Allowance is claimed for stay in hotel

Date	Name of Hotel	Total Amount paid
13/03/2024	hdhd	100.0
13/03/2024	rshsh	150.0
Total(C)		250.0

Part-4

Allowance is claimed for Food

Date	Amount	Remark
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13/03/2024	100.0	sbsh
Total(D)	100.0	
Part-5		
Allowance is claimed for Miss.		
Date	Amount	Remark
13/03/2024	100.0	gsgs
14/03/2024	200.0	hdhd
Total(E)	300.0	
Total Amount		1180.0
Remark		yud
Grand Total		1150.0