**TOUR NOTE OF ................................................................................................................................**

**FOR THE MONTH OF ...............................................**

**PEN No : ...............................**

**Basic Pay : ...............................**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.** | **Date and Time** | | **Places Visited** | | **Mode of conveyance** | **Distance in km** | **Purpose of journey** |
| **From** | **To** | **From** | **To** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |

Certified that the above mentioned journeys and halts were performed in the interest of public service as per orders.

Place: Submitted,

Date :

Counter Signed.