

**SELF DECLARATION**

**Sub: - To whom so ever it is needed**

I have applied for a total advance of Rs. 12,000 against tour id- 5140 (Mumbai to Latur) for date 14-11-2017 to 20-11-2017.

I have not received the Advance amount till date and I have already completed my tour against the above Tour id.

The total expense of the above tour is Rs. 7232/-. Request you to please settle the above amount and look into this matter. I have not received the balance total advance amount of Rs. 12,000/- till date.

Request you to please settle my claims as earliest as possible.



Sagar Mishra

Sr. Engineer