





		SUBJECT: Gujarat Street Light National Project
TOUR REPORT		REF: SLNP GUJARAT
DISTRIBUTION :	<p><u>NAME (S):</u> Aditya Vashisth</p> <p><u>PERIOD:</u> 7th Oct to 8th Oct, 2017</p> <p><u>MAIN PERSONS CONTACTED:</u> Representatives of Ahmedabad regional office.</p> <p><u>OBJECTIVE (S):</u> For the review meet at ARO regarding all the issues coming in SLNP.</p>	

BRIEF SUMMARY:

- Regarding issues coming in SLNP Project ongoing in South Gujarat.

CLASSIFICATION: <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> RESTRICTED	 SIGNATURE	 SUPERVISOR SIGNATURE
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Tour Allowance Claim Form for UPL Executives

ENERGY EFFICIENCY SERVICES LIMITED TOUR TRAVELLING ALLOWANCE CLAIM				Date:- <u>7th October, 2017</u>	
	<u>NCO7125</u>	<u>7th October</u>	<u>1</u>	<u>.</u>	<u>Ahmedabad.</u>
CARD CODE	EMPLOYEE NO.	TOUR COMMENCEMENT DATE	Mth/Days Tour		DESTINATION
Name <u>Aditya</u>		Designation <u>Engineer</u>		Scale of Pay	Basic Pay
Department <u>SLNP, Gujarat</u>		H.O <u>Surat Regional office</u>			

Section I : Calculation of total TA admissible

Note : Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative.

Section-I	Amount Claimed (to be filled in by the employee)([₹])	FOR ACCOUNTS DEPTT.						Remarks
		Amount admitted by Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount([₹]))						
1. Journey Fares								
By Air	—							
By Rail & Road	—							
	Cost of Ticket Dr.							
2. Conveyance charges	—							
3- Boarding& loading charges	<u>1456 /—</u>							
A. Total	<u>1456 /—</u>							
Less Advance drawn from:								
C. NET CLAIM	<u>1456 /—</u>							

Pay ([₹])..... Net Claim

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D. Refund by cheque

Cheque No..... Dated
on for([₹]).....

Recover ([₹]).....

Accounts Officer

***The cancellation of booking was due to official reasons**

Signature of Head of Department
Name
Designation

Name

***To be furnished when cancellation charges are claimed**

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SECTION I : JOURNEY DETAILS (Please Indicate Ticket No. or attach M/R wherever fare claimed is for other than IInd Class and for air journey and bus journey enclose used ticket/folders)

*Note: Where tickets are provided by the company the fare may be indicated in remarks column.

1456/-

1. Leave availed (if any) at from to

NOTE: If the space provided is insufficient, separate sheet in the same Performa may be attached duly signed by the claimant.

CERTIFICATE:

~~Counter~~ signed

Signature

[Handwritten signature]

Signature of Employee

Date: 9/11/2017.

Tour Allowance Claim Form for UPL Executives

BILL/CERTIFICATE
for Boarding/Lodging Charges

Certified that I have incurred expenditure of about less than Rs. 1456 /- towards
boarding/lodging expenses during the 7th Oct to 8th Oct days of calendar month
1 2017.

Name- Aditya Vashishth

Designation- Engineer
(Gujarat)

HOTEL RED APPLE

3RD FLOOR, AKANKSHA COMPLEX, OPP INDIAN RED CROSS SOCIETY, NR JUNA WADAJ CIRCLE.
GANDHI ASHRAM ROAD, AHMEDABAD - 13

PH - 079 27560054 M - 9824272411 E-mail : hotelredapple.ahm@gmail.com

Company :

Guest Name : MR:ADITYA VASHISTH
Address : 324,HIG DUPLEX, NITI KHAND-3,
BEHIND RAIL VIHAR,INDIRAPURAM,
GHAZIABAD,U.P.-201014
Nationality: GHAZIABAD U.P.
Tariff : INDIAN 8368856567
Discount : 2490
Actual Tariff : 1190 47.79 %
1300

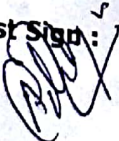
Bill No. : **BN000217**
Reg. No. : **IN000217**
Room No : **304** PRE
No of Guest: **2**
Extra Guest: **0**
Arrival Date & Time: 07/10/2017 07:22:50PM
Dept. Date & Time: 08/10/2017 07:26:55AM
PARTY GSTIN :

DATE	ROOM TARIFF	EXTRA GUEST	GST	ROOM SERVICE	REST.	LAUNDRY	MISC.	SUB TOTAL
07/10/2017	1300	0	156	0	0	0	0	1,456
	1300	0	156	0	0	0	0	1,456
Payment Mode : Cash : 156 Credit Card : 0 Company Credit : 0 Online : 0					Add / Ded		0	
					Amount C/F		0	
					Final Amount		1,456	
					Less : Deposit		1,300	
Amount in words : ONE HUNDRED FIFTY-SIX ONLY					Net Amount		Rs. 156	
FOOD & BEVERAGES			DEPOSIT		LAUNDRY		MISC/PAID	
			07/10-R0101102-1,300.00					

CGST : 78

SGST: 78

GSTIN 24AANPD5996R2ZQ

Guest Sign: 

CheckOut By : HOTEL
Subject To Ahmedabad Jurisdiction

For, HOTEL RED APPLE

Proprietor