

ENERGY EFFICIENCY SERVICES LIMITED TOUR TRAVELLING ALLOWANCE CLAIM				Date:-	
CARD CODE		EMPLOYEE NO.		TOUR COMMENCEMENT DATE	
Name		Designation		Mth/Days Tour	
Department		H.O		Basic Pay	
Section I : Calculation of total TA admissible		Note : Cheque drawn in favour of Energy Efficiency Services Limited if net claim is negative.		Destination	
Section-I		Amount Claimed (to be filled in by the employee)(')		FOR ACCOUNTS DEPTT.	
1. Journey Fares		Amount admitted by Accounts (enter only if claims are claimed ticket, booked by company or Cheque Amount('))		Remarks	
By Air		0			
By Rail & Road		0			
2. Conveyance charges		Cost of Ticket Dr.			
3- Boarding & loading charges		376			
A. Total		2219			
Less Advance drawn from:		2595			
C. NET CLAIM		2595/-			
D. Refund by cheque		Pay ('))..... Net Claim			
Cheque No..... Dated		Recover (')).....			
on		Accounts Officer			
*The cancellation of booking was due to official reasons					
Signature of Head of Department					
Name					
Designation					
*To be furnished when cancellation charges are claimed					

SECTION I : JOURNEY DETAILS (Please Indicate Ticket No. or attach M/R wherever fare claimed is for other than 11nd 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.

→ DA
→ Hotel

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:

Date:

Boarding Pass (Self Check-In)



As a courtesy to fellow passengers
please place your carry on items in the
overhead bin above your own seat



Special Services

NIL

Name **MR Rahul Sharma**

From **Delhi** To **Ranchi**
Flight No **6E 6325** Date **02Nov17**
Boarding Time **14:50** Departure Time **15:35**
Sequence No **107** Class **J**
Gate No **11B** Seat No **28A**

Name
PNR

MR Rahul Sharma
QCP26J

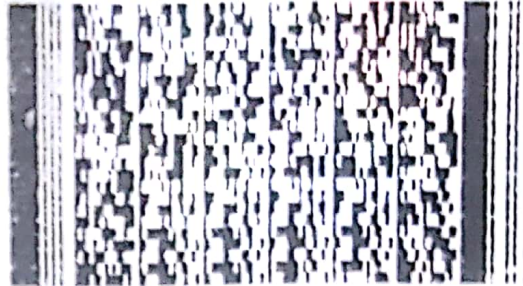
Flight No
Seat No
Seq No

6E 6325
28A
107

Boarding gate closes 25 minutes prior to the departure time. Boarding gate number are subject to change. please check the flight information screen for latest updates. Checking of photo id and handbag is a mandatory procedure. Passengers are requested to co-operate with Indigo and the relevant authorities. Have a pleasant flight. Call 0 99 10 38 38 38 / 0124 661 3838

GoReturn

Get lowest return fare only at www.GoAir.in



BOARDING PASS

Name: SHARMA/RAHUL MR

From: Ranchi

To: Delhi

Date: 04 Nov 17

Gate: 5

Flight No. G8 138 Q

Board Time 14:30 Dep. Time 15:10

Seq No. 046 Seat 9F

Frisking of person and checking of hand baggage is mandatory for all passengers.
Passengers are requested to co-operate with the security staff.

*Terms and conditions apply.

www.GoAir.in

SMS G8 Help to 57333

FLY SMART



Boarding gate will close 25 minutes before departure