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| GUJARAT TECHNOLOGICAL UNIVERSITY,AHMEDABAD  BILL FOR REIMBURSEMENT OF TRAVELLING ALLOWANCE & D.A./HONORARIUM/ACCOMODATION  FULL NAME : DATE:\_\_\_\_/\_\_\_\_/20\_\_ DESIGNATION: BASIC PAY(OLD):  NAME OF INSTITUTE & ADDRESS:  PAN AADHAR No.  PHONE NO: EMAIL ID: | | | | | | | | | |
| PURPOSE OF JOURNEY:  REFERENCE LETTER NO.(IF ANY): | | | | | | | | | |
| A) T. A.: | | | | | | | | | |
| Date of journey | | From | To | Distance kilometer | Mode of journey (i.e. Bus, Car, Rail, Air) | | Class | Fare paid | Remark |
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| Total Rs.(A) | | | | | | | |  |  |
|  | | | | | | No. of days | Rate/ Day | Total Rs. |  |
| B) D.A.: (If applicable) | | | | | |  |  |  |  |
| Total Rs.(B) | | | | | | | |  |  |
|  | | | | | | No. of days | Rate/ Day | Total Rs. |  |
| C) Honorarium:(If Prior approval is taken & applicable) | | | | | |  |  |  |  |
| Total Rs.(C) | | | | | | | |  |  |
|  | | | | | | No. of days | Rate/ Day | Total Rs. |  |
| D) Accomodation: (If applicable) | | | | | |  |  |  |  |
| Total Rs.(D) | | | | | | | |  |  |
| Gross Total Rs.: (A)+(B)+( C ) +(D) | | | | | | | |  |  |
| This is to Certify that: - | | | | | | | | | |
| I have travelled by Railway \_\_\_\_\_\_\_class/ Bus-Luxury/ordinary. (Attach copy of Rail Ticket if travelled by AC & upper class or Luxury Bus.) | | | | | | | | | |
| I have travelled by Air & the air fare claimed is limited to Economic class air fare. (Please attach copy of air ticket & boarding pass) | | | | | | | | | |
|  | | | | | | | | | |
|  | I have travelled by my own car with vehicle No.\_\_\_\_\_\_\_\_\_\_\_ & it is □Petrol □diesel vehicle (Attach Copy of R/C book.) I have travelled as per requisite to participate in event, seminar, etc. and fare claimed hereby is actual and admissible.  I confirm that this amount is not claimed elsewhere and if it is found at any stage that above claim/part of the claim paid/received to me is contra bonos mores due to either side by mistake; I undertake to refund same to the University.  I ensure that I had received Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as Advance for this TA and DA/HONORARIUM and deposited remaining amount Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_with Receipt no.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to the university.  I HEREBY DECLARE THAT THE FACTS/DETAILS PROVIDED ABOVE BY ME ARE TRUE AND CORRECT.  Signature:  Name:\_\_\_\_\_\_\_\_\_\_\_\_  Passed for payment Total Rs \_\_\_\_\_\_\_\_\_\_\_(Rupees in words\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_only). Journey mention above is essential to conduct duties at Gujarat Technological University  DEALING PERSON H.O.D/O.S.D. C.A.O I. A. REGISTRAR  RECEIPT  Received Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Rupees in words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only) From Registrar, Gujarat Technological University, Ahmedabad towards TA and DA/Honorarium etc.  Bank information of receiver for Electronic fund transfer (attach copy of cancelled cheque)  Bank Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Branch & Branch Code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_A/C Type (SB/CB)\_\_\_\_\_\_ A/c No.(Full digits)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ IFSC Code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The above information provided by me is correct.  Signature:  Name:\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | |
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