

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
TRAVELLING ALLOWANCE BILL (QIP Participants of STC/Pre-PhD Programme)

NAME :
DESIGNATION / ADDRESS :
GRADE PAY :
TITLE OF THE COURSE/PROGRAMME :
DURATION OF THE COURSE/PROGRAMME :

PARTICULARS OF JOURNEY (from Station to Station)						Mode of journey (Air/Train/ Steamer/Bus)	Fare (Rs.)	Distance Travelled (in km)	Ticket Nos./ Remarks
Departure			Arrival						
Station	Date	Time	Station	Date	Time				

Total Amount Claimed (in Rs.)	FOR OFFICE USE ONLY (FINANCE & ACCOUNTS SECTION)		
I do hereby certify that : The information mentioned above are true to the best of my knowledge. Date: Signature of the Claimant Please attach: (a) Copy of approval. (b) Tickets & proof of payment, where applicable. (c) In case of e-ticket (Air), Boarding Pass is mandatory. Sign at the time of receiving the amount: <div style="text-align: right;">Signature of the recipient</div>	Railways/Air/Steamer/Bus Fare (in Rs.)		
	DA (in Rs.)	Journey	
		Stay	
	Total Admissible Amount (In Rs.)		
	(Rupees)		
	Scrutinized by	AR (F&A)	DR (F&A)
Approval of the Competent Authority			
Coordinator			