

# BHARATHIAR UNIVERSITY, COIMBATORE - 641 046

## T.A. AND D.A. CLAIM BILL

Name..... Designation.....

Pay per Mensum (Basic pay) Rs..... (in the Time Scale of pay of Rs.....) Head Quarters.....

Date and Hours of Journey	ROUTE		Kind of journey	Distance in Kilo Metres	CLASS	FARE						Incidental charges	Terminal charges	Daily allowance		Total of each line		Purpose of Journey				
	From	To				Air		Railway		Bus				Rs.	P.	Rs.	P.		Rs.	P.	Rs.	P.
						Rs.	P.	Rs.	P.	Rs.	P.											
Total																						
Deduct advance received, if any																						
Net Amount claimed																						

Claimed for Rs.....(Rupees.....)

Received cash / cheque.

Countersigned.

Signature  
Rs. 1 Revenue  
Stamp when  
payment  
exceeds  
Rs. 500.00

Name and address

Signature.



## CERTIFIED THAT

1. The Journey was performed in the interest of the University.
2. No daily allowance has been drawn in any case for days on casual leave or for Sundays and authorised holiday not actually spent in camp.
3. Concessional rates were not obtainable for the journey covered by this bill.
4. For the Railway journeys included in this bill, I travelled by the class for which travelling allowance is claimed.
5. I had initially drawn an advance of Rs.....only for the tour which has been adjusted in the present claim.
6. I have not claimed mileage for the journeys of places connected by railway and the distance noted for mileage claims are the shortest routes for place of journey.
7. The claims made in this bill were not claimed and paid to me previously by Bharathiar University or any other organisation or authority.
8. I have not claimed mileage for places within and at a radius of 8 Kilo metres from headquarters.

Signature.

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- Note :
1. For transfer bills possession certificates of goods, class of travel of family members (if children with age) Railway goods certificate in case connected by Railway to be enclosed.  
Dependent certificate in case of claims for parents accompanying the claimants should be enclosed.
  2. The bill should be countersigned by the controlling authority of the claimant.