MANGALORE UNIVERSITY

Name and Designation:

Traveling Allowance Bill for
month of …….

Address of the Official

Headquarters: …… Pay Rs. …… Rate of D.A.: Rs. ……

Particulars of Journey and Halts						Mode of travel: Bus/Road/ Rail (Express Passenger an Class)	Bus/Air/ Railway Fare	Distance traveled b Road for which is mileage is claimed		Daily Allowance No. of day for which DA is claimed	Total Amount Rs. Ps	Purpose of Journey
Station	Date	Hour	Station	Date	Hour			At ordinary rate	At oth rate			

Rates(w.e.f.)

Category	Pay Range(per month)	1*	2*	3*	4*	5*	Abstract of claim
I A&B	Rs.34,500.00 and more	Rs.225.00	Rs.340.00	Rs.285.00	Rs.405.00	Rs.340.00	Bus, Railway, Airfare Rs.
II	Rs.22,200.00 to 34,499.0	Rs.165.00	Rs.250.00	Rs.195.00	Rs.340.00	Rs.250.00	Daily Allowance Rs.
III	Rs.16,000.00 to 22,199.0	Rs.135.00	Rs.195.00	Rs.165.00	Rs.285.00	Rs.165.00	
IV	Below Rs.16,000.00	Rs.115.00	Rs.135.00	Rs.130.00	Rs.195.00	Rs.135.00	Total Rs.

1* All places in the state except Bangalore
2* Bangalore
3* Cities with Muncipal corporations within the State
4* Ahmedabad, Mumbai, Calcutta, Delhi, Gaziabad, Hyderabad, Kanpur, Lucknow, Madras, Mussorie, Nagpur, Pune, Simla, Srinagar, Goa, Diu, Daman
5* Other places outside state.

CERTIFICATE:

1. Certified that the amount claimed in this bill has not been drawn previously.
2. Certified that the distance traveled as shown in the bill are correct to the best of my knowledge.
3. Certified that the journey by rail was actually performed in the class for which the railway fare has been claimed in this bill.
4. Certified that the journey by own car no. ……..(which is registered in my name) was actually performed, has been claimed in this bill.

SIGNATURE & DESIGNATION

COUNTERSIGNED FOR Rs.

SIGNATURE OF THE COUNTERSIGNING OFFICER