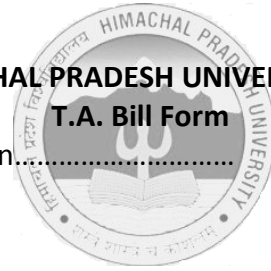


**HIMACHAL PRADESH UNIVERSITY**



**T.A. Bill Form**

Travelling Allowance bill of.....  
 Basic Pay.....  
 Purpose of Journey.....  
 Name and date of Meetings/Name of Exam.....

Designation.....

Bill No.....  
 Dated.....  
 Vol. No.....  
 Page.....

Particulars of journey						Journey by Rail			Mileage by Road At Paise per K.M.		Daily Allowance at Rs. Per Day		TOTAL		<p align="center"><b>Declaration</b></p> 1. I hereby declare that the Class of Railway accommodation actually travelled by me has been charged. 2. I further declare that no travelling allowance for a part or the whole of the journey covered in this bill has been drawn by me from any other public source. 3. I declare that the distance charged for the mileage by road is from the Chief Public Office viz. Deputy Commissioner's Office/Post Office.  Signature..... Full Address..... .....  4. I further declare that the Railway return Ticket was not available.  <div style="border: 1px solid black; padding: 2px; width: fit-content;">                         Revenue Stamp to be affixed here if the net amount payable is over Rs. 5000/-                     </div> Received Payment  Signature..... (Please sign. At both the places)
Departure			Arrival			Class & No. of Fares	No. of K.M.	Amount Rs. P.	No. of K.M.	Amount Rs. P.	No. of Days	Amount Rs. P.	Amount Rs. P.		
Station	Date	Hours	Station	Date	Hours										
<b>Grand Total</b>															

**Travelling Allowance Rules:**

1. Rule of T.A. and D.A. are the same as are Applicable to Govt. Servants in H.P.
2. Non-Govt., Servants and other will get T.A. and DA. in accordance with the practice prevailing in Himachal Pradesh.

Head of Charge.....

Budget Provision.....pay rupees (in figure).....

Expenditure already incurred..... Rupees in words.....

Balance left..... CHECKED

Cheque No.....

Amount.....

Date.....

Dealing Assistant

Section Officer

Assistant Registrar

Finance Officer