

MAJULI UNIVERSITY OF CULTURE, MAJULI



Travelling Allowance Reimbursement Bill

Name:		BANK &	
Designation:		Branch:	
Scale of Pay:		IFSC:	
Contact No.:		A/C No.:	

TRAVEL DETAILS

Departure			Arrival			Mode of Travel & Class / Distance (road)	Fare Paid	Amount claimed in (Rs.)	Purpose of Journey / Office Order No.
Date	Time	From	Date	Time	To				

	Date		No. of Day(s)	Rate	Amount claimed in (Rs.)
	From	To			
Dearness Allowance (DA):					
Accommodation Charges: (Name/Place):					
Travel & Other Expenses (Incidental Charges):					
Sitting Allowance / Honorarium :					

Gross Total of Reimbursable (in Rupees)

Less: Tour Advances Voucher No.: Date : Rs. (-)

NET PAYABLE (RS.)

In Words :

<i>Signature :</i>	Date of Submission:	Approval:
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Official use :

Pass for payment of Rs. :

Head of Account:

Date : JV No. :

Accountant

F&AO

MAJULI UNIVERSITY OF CULTURE, MAJULI



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Designation:		Branch:	
Scale of Pay:		IFSC:	
Contact No.:		A/C No.:	

LOCAL TRAVEL DETAILS

Departure			Arrival			Mode of Travel	Distance (road)	Fare Paid / Approve Rate	Amount claimed in (₹)
Date	Time	From	Date	Time	To				

Travel & Other Expenses (Incidental Charges):

KM

Total for Local Travels (in Rupees)

In Words :

<p><i>Signature :</i></p>	<p>Date of Submission:</p>	<p><u>Official use :</u> Pass for payment of Rs. :</p>
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