## **CLAIM FOR MOVES ON TEMPORARY DUTY (TOUR)**

Name, Rank & Unit of claimant	:	Basic	Pay Rs		
Headquarter/ office	<b>:</b>				
Order of Move	<b>:</b>	Dated	_ (enclosed)		
Account No. and Banker's Address Saving Bank Account No.					
Details of journey by Road, Air, St	teamer etc and DA for journey/	' halt			

Date Hours Date Hours From To	Journey (	Commenced	Journey	concluded	Station		Distance byroad in Kms	Mode of conveyance	Ticket No	Amount Claimed
	Date	Hours	Date	Hours	From	То				

**TOTAL** 

Amount of advance Rs. \_\_\_\_ Received payment Recovery /due Rs. \_\_\_\_ (Name of Officer)

Certified that:		
1. I performed road journey in	n (a) my own car/ own scooter/	Bus (b) Sharing/ Engaging full Tax/ Scooter/ Auto Rickshaw
(c)		
did not use Govt. transport fo	r which roach mileage has beer	n claimed.
2. I did not use Ply, Warrante	d concession voucher for any p	portion of journey for which the bill is preferred.
3. I was not provided free boa	arding of loading facilities.	
4. I stayed from	to	at (Name of hotel) which provides board, lodging
at scheduled tariff (voucher fr	com the hotel to be attached).	
•	• • •	e outstation on the days on which DA has been claimed and did as on leave from to
6. I had not attended previous	similar course/ examination.	
Station: BB Cantt Dated:		Signature of the Clamant

**COUNTERSIGNED AS CORRECT CLAIM**