

KAVIKULAGURU KALIDAS SANSKRIT VISHVAVIDYALAYA, RAMTEK

Voucher No.-----

Full Name & Designation:-----

Date.-----

Address:-----

Basic Pay Rs.-----

Details Of Tour		Time		Route		Dist Km	Reason for Travelling	Fare		Incidental Expenses		Daily allowance @ Rs.----- --- Per Day			Total	
1	2	3	4	5	6	7	8	9		10		11	12		13	
Dept. Date	Arrival Date	Deptt.	Arrival	From	To			Rs.	Ps.	Rs.	Ps.	Total days	Rs.	Ps.	Rs.	Ps.
Total Rs.																

Mode of Travel : Bus/Rly/Air/Pvt Car/Taxi

Ticket No.-----

Rs.----- (Rupees.-----)

1. Declare that

- a) I have travelled by railway Firsr/AC II/III Tire/Second/Sleeper class for which I have claimed
- b) I have travelled by Private Bus/Private Car along with members or alone.
- c) I have not availed any railway concession.

Signature

2. Return Journey Will be performed as declared above.

3. I have availed concession of M.P./M.L.A./MLC./Senior Citizen.

4. I am Claiming only that fare Which I have actually paid as per concession.

Received Rs.----- (Rupees-----) by Cash/Chq./DD No.----- Dated----- Signature