I AO	ve Trave			ात्रा रियार the Block	of कुल वर्ष Year		के लिए
					ण कुल के रूप में, तैयार कि		
N	DTE-This bi	ll should be prepa	ared in dup	licate-one for	payment and the others	as office.	зору
भ	ाग क (सरक	ारी सेवक द्वारा भर	ा जाना है) ।	PART-A (To b	e filled up by Governm	ent Serva	int)
1. नाम/Nai	ne						
2. पदनाम/D	esignation			3. वेतन/Pay	····		,
	-						
2	नवकाश का प्रव						
					То	• • • • • • • • • • • • • • • •	
	·	ाजना परिवारः सदस्यों shers of family i			TC has been claimed.		
EF HS. No		नाम Name		्रम भाग गांध ह			with Court For
66 83. NO				59 AI'r	्सरकरः कमचार् संस्वयं Ke	ationship v	with Govt. Ser
	<u></u>						
		· · · · · · · · · · · · · · · · · · ·					
		सके परिवार के सदस				<i>(</i> <b>)</b>	
	eparture	s) performed by आगमन/Ar			l the inginber of his/her यात्रा की राति और प्रयक्त	Tanuiy: भाडों की	
तारीख और	Cpanule	तारीख और	11va!	दूरी किलोमीटर में	. यत्र का रक्षत आर प्रयुक्त स्थान व स्थिधा का वर्ग	भःडुः कः। संख्या	संदत्त यात्री Fare Pai
समय 💧	. से	. समय	तंक	Distance in	Mode of travel and class	No of	
ite and Time	From 2	Date and Time	To 4	Kilometers 5	of accomodation used 6	fares	₹a/Rs.
							C
1							
		+		++		<u>├</u> }	
						<u> </u>	
		1					
						·	

9.	यात्रा को विशिष्टियां,	जिसके लिए सरक	ारी सेवक ने उस निव	ास-वर्ग से, जिसका वह	हकदार हैसे उच्चतर वर्ग	की सुविधा का उ	पयोग किया हो।
	(स्वीकृति संख्या व वि	तथि दी जाए):-				11	
					ccommodation than b. and Date to be give		which the
	Government s स्थान Pl		वाहन का		वह वर्ग जिसमें वास्तविक	भाडों की	प्रदत्त
			प्रकार	हकदार है	रूप से यात्रा की है	संख्या	भाड़ा
	से	तक To	Mode of	Class to which entitled	Class to which actually travelled	No. of Fares	Fare Paid ₹./Rs. 4./P.
	From 1	.2	Conveyance 3	4	5	6	7
			· · · · · · · · · · · · · · · · · · ·				
							·
		<u> </u>					
10.	रेल से जुड़े स्था	नों के बीच सड़व	क से की गई यात्रा/	यात्राओं के ब्यौरे:-			
	Details of j	ourney (s) pe	erformed by r	oad between p	aces connected by ra	ail	
	स्थानों के नाम∕N	ame of Place	25	वह वर्ग	जिसका हकदार है	रेल भाउ	ज/Rail Fare
	से From	तक		Class to	o which entitled	रू₀/	Rs. ₫₀/P.
	1		2		3		4
	· · · · · · · · · · · · · · · · · · ·	_					
						<u> </u>	
,							
प्रमार्ग	णेत किया जाता है	कि Certified th	hat the ::	· · · · · · · · · · · · · · · · · · ·			
1.	उपर्युक्त जानकारी ग	मेरे सर्वोत्तम ज्ञान	और विश्वास के अ	3			
2.	Information as g	given above, is	true, the best of i	my knowledge and	l belief. 11 सेवा में हैं और उन्होंने अप	A 6	
2.					in Govt. service/that my		
	Govt. service a	nd the concessi	on has not been	availed of by him/	her separately of himself	Therself or an	y of the family
	member for the	concerned bloc	k of कुल-वर्ष		years	में अलग से छूट	. नहीं ली गई है।
			-			e e	
तारीय	g/Date			HIDAN	ो सेवक के हस्ताक्षर/Signal	ture of the (	Govt Servant
							<u> </u>

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	PART-B (To be filled in the Bill Section)			
1.	छूट मद्दे शुद्ध हकदारीर0 बनी जिसके ब्योरै नीचे दिए गए है। The net entitelment on account of Leave Travel Concession works out to as detailed below :-	₹₀ Rs		
(क)	रेल/वाय्यान/बस/स्टीमर भाड़ा	İ		
(a)	Railway/air/bus/steamer fare Rs.	₹₀ Rs		
4, - <i>V</i>				
(ख)	<b>घटाएँ</b> ली गई अग्रिम की रकम, द्वारा वाउचर			
	सं तारोख			
(b)	Less amount of advance drawn vide voucher			
	No Dated	₹₀ Rs		
	शेष राशि/Net amount	₹₀ Rs		
(2)	व्ययमें विश्वसनीय है।	i		
(2)	The expenditure is debitable to			
1		सँवितरक अधिकारी के हस्ताक्षर awing & Disbursing Officer		
		भरित Countersigned R Signature of Controlling Officer		
प्रमाणित किया जाता है कि सेवा-पुस्तिका में आवश्यक प्रविष्टियाँ कर दीं गईं हैं				
श्री/श्रीमति/कुमारीको				
Certified that the necessary entries have been made in the Service Book of				
Shri	Shri/Shrimati/Miss			

> सेवा पुस्तिका की प्रविष्टियों को सत्यापित कर सकने वाले निर्यामत अधिकारी के हस्ताक्षर Signature of the Officer authorised to attest entries in the Service Book

r — — ! !	
1	L.T.C. CERTIFICATE
s [	CERTIFICATE TO BE GIVEN BY THE CONTROLLING OFFICER
(i)	Certified that Sh./Smt./Ms
(ji)	Certified that necessary entries as required under Para 3 of the Ministry of Home Affairs O.M. No. 43/1/55-Ests.(A) part II, dated 11th October, 1956 have been made in the Service Book of Sh./Smt./
1	Ms
	Signature & Designation of the Controlling Officer
} [ 	CERTIFICATE TO BE GIVEN BY THE GOVERNMENT SERVANT
1 1.	I have not submitted any other claim so far for Leave Travel Concession in respect of myself or my
5	family members in respect of block of two years 20 and 20
2.	I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/
	my wife with children.
3.	I have not already drawn T.A. for the Leave Travel Concession in respect of a journey performed by
{	me/my wife with children/my family members in respect of block of
{	two years 20 and 20
4.	I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me
ł	in the year in respect of block of two years 20 and 20
	This claim is in respect of a journey performed by me in the years This is against the concession admissible once every year in a prescribed block for visiting home town as all the members of my family are living away from place of work.
5.	This journey has been performed by me with my wife with children/my
ļ	family members to the declared home town viz.
6.	That my husband/wife is not employed in the Government.
	That my husband/wife is employed in the Government service and the concession has not been availed of by him/her separately for himself/herself or for any of the family members for the concerned block of two years.
7.	Certified that my wife/husband for whom L.T.C. is claimed by me is employed in
	(Name of the Public Sec- tor Undertaking/Corporation/Autonomous body etc.) which provides Leave Travel Concession facilities but he/she has nor preferred and will not prefer any claim in this behalf to his/her employer.
8.	Certified that my wife/husband for whom L.T.C. is claimed by me is not employed in any Public Sector Undertaking/Corporation/Autonomous body etc., financed wholly or partly by the Central Govern- ment or Local Body which provides L.T.C. facilities to its employees and their families.
	Signature of the Govt. servant

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-4/LTC--