

Travelling Allowance Bill for journey undertaken for performance of election duty.

1. Name.....
2. Designation.....
3. Basic Pay.....
4. Headquarter.....
5. Residential Address.....
6. Election for which duties performed.....
7. Date of Election.....
8. TA advances drawn (if any)
9. Details of journey.....
10. It is certified that
 - (A) No Govt vehicle was provided for the journey for which traveling allowance has been claimed in the bill.
 - (B) I have undertaken the journey by the mode indicated in the bill.

| Departure (Date & time) | Arrival (Date & time) | Mode of traveling | Actual distance | Purpose | Amount |
|----------------------------|--------------------------|----------------------|--------------------|---------|--------|
| | | | | | |
| Total | | | | | |

Signature of the employee
(Name & designation)

Certificate of duty

It is certified that Sh. /Smt /Km_____

Designation_____office_____

(Section)_____was deputed for election duty to the Govt. of
_____ / Govt. of India.

It is also certified that Sh /Smt /Km_____

Attended the election training which was held on _____

_____ and performed election duty as

Presiding Officer / Polling officer / Group 'D' staff on _____

the date of polling.

Signature of Presiding officer

Name

Designation

Date:

Office:

In case of Presiding officer / Group A officers of Administrative Branch/ Section
Officer

Date:

Office:

Counter signature of the
Controlling officer