

G. A. R. 14-B

Sub-bill (Tfr)

T. R. 25

Sub-bill No.....

## TRAVELLING ALLOWANCE BILL FOR TRANSFER

(Note: — This bill should be prepared in duplicate—one for payment and the other as office copy)

## PART—A

(To be filled in by the Government servant)

1. Name .....
2. Designation .....
3. Pay at the time of transfer Rs.....
4. Headquarters:      (a) Old .....      (b) New .....
5. Residential address:  
  
    (a) At Old headquarters .....  
    .....  
    .....  
  
    (b) At New headquarters .....  
    .....  
    .....
6. Particulars of the members of the family as on the date of transfer—vide S.R. 2(8)

[illegible]

7. Details of journey(s) performed by the Government servant as well as members of his/her family:

[illegible]

8. Transportation charges for personal effects. (Money Receipt to be attached)

Date	Mode	STATION		Weight in kgs.	Rate		Amount		Remarks
		From	To		Rs.	P.	Rs.	P.	
				Total					

9. Transportation charges for personal conveyance. (*Money Receipt to be attached*)

(a) Mode of transport and station to which transported.

(b) Amount	Rs.
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[illegible]

12. Details of journey(s) performed by road between places connected by rail.

[illegible]

Date.....

Signature of the Government servant

## PART—B

(To be filled in by the Bill Section)

1. The net entitlement on account of Travelling Allowance works out to Rs .....  
(Rupees .....)

as detailed below:

(a) Railway/Air/Bus/Steamer fare

(b) Road mileage for ..... km. @ ..... Paise/km.

(c) (i) **Transfer grant**

(ii) **Packing Allowance**

(d) Transfer incidentals:

(Daily Allowance for ..... days

@ Rs. .... per day)

(e) Transportation of personal effects

(f) Transportation of private conveyance

Gross Amount ...

(g) Less Amount of advance(s) of Travelling Allowance, if any, drawn *vide*

Voucher(s) No ..... Dated .....

Net Amount  
Rounded Off ...

2. The expenditure is debitable to: .....

Bill Clerk  
(initials)

Drawing and Disbursing Officer  
(Signature)

Countersigned

Controlling Officer  
(Signature)

