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Particular	ars of mem	bers of family in	respect of	whom the L	TC has been claimed.:-			
क्रम सं S. No		नाम Name		उम्र Age	सरकारी कर्मचारी से संबंध Re	lationship wi	th Govt. Serv	ant
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7. सरकारी क	र्मचारी और उ	सके परिवार के सदस	य द्वारा की गई र	गत्रा∕यात्राओं के	ब्योः e all:	family		
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Details प्रस्थान/D तारीख और समय	of journey(eparture से From	s) performed by आगमन/A1 तारीख और समय Date and Time 3	Government rival तक To 4	दूरी किलोमीटर में Distance in Kilometers	d the member of his/her यात्रा की रीति और प्रयुक्त स्थान व सृविधा का वर्ग Mode of travel and class of accomodation used	भाड़ों की संख्या No of fares	Fare Paid	

8. अग्रिम की रकम, यदि है तो/Amount of advance, if any drawn Rs.

	nent servant i न Place	वाहन का	वह वर्ग जिसका	o. and Date to be giv वह वर्ग जिसमें वास्त्रविक रूप से यात्रा की है	भाड़ों की संख्या	प्रदत्त . भाडा
से From	तक To	प्रकार Mode of Conveyance	हकदार है Class to which entitled	Class to which	No. of Fares	Fare Paid To Rs. 4./
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Detai	जुड़े स्थानों के बीच ls of journey नाम/Name of		road between j वह व	places connected by	रेल १	भाड़ा/Rail Fare
Detai	ls of journey नाम/Name of	(s) performed by	road between j वह व	places connected by र्ग जिसका हकदार है to which entitled 3	रेल १	भाड़ा/Rail Fare 5./ <i>Rs</i> . फै./ 4
Detai स्थानों के से Fron	ls of journey नाम/Name of	(s) performed by Places तक To	road between j वह व	र्ग जिसका हकदार है to which entitled	रेल १	क्√Rs. पै०/
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तारीख/Date

भाग-ख (बिल अनुभाग में भरा जाना है।) PART-B (To be filled in the Bill Section)

		24 22 5 4	
1.	छूट मद्दे शुद्ध हकदारी		₹₀ Rs
	as detailed below:-		
(क)	रेल/वाययान/बस/स्टीमर भाडा		
(a)	Railway/air/bus/steamer fare Rs.		₹₀ Rs
(ख)	<i>घटाएँ</i> ली गई अग्रिम की रकम, द्वारा वाउचर		
	संः तारीख		
(b).	Less amount of advance drawn vide voucher		
	No Dated		₹₀ Rs
	शेष राशि/Net amou	nt .	₹₀ Rs
(2)	व्यय में विश्वसनीय है।	frields male gage	The second second second
(2)	The expenditure is debitable to	erments shall to in	
	बिल लिपिक के आद्यक्षर	आदान और र	पॅवितरक अधिकारी के हस्ताक्षर
,	nitials of Bill Clerk	Signature of Dra	wing & Disbursing Officer
	and the special repetition with the	Signature of Sia	
		viid avia Call 46°	The state of the same of the
			रित Countersigned Signature of Controlling Officer
		नवत्रक आवकारा क हस्ताकर	Signature of Controlling Officer
प्रमापि	गत किया जाता है कि सेवा-पुस्तिका में आवश्यक प्रविष्टियाँ कर व	रीं गईं हैं	ne medagai yang bahari 1977
श्री/श्रं	मिति/कुमारी	की	
Cert	ified that the necessary entries have been made in the	Service Book of	
Shri	/Shrimati/Miss		

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

L.T.C. CERTIFICATE

CERTIFICATE TO BE GIVEN BY THE CONTROLLING OFFICER

(i)	Certified that Sh./Smt./Ms
(ii)	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./
	Ms
	Signature & Designation of the Controlling Officer
	CERTIFICATE TO BE GIVEN BY THE GOVERNMENT SERVANT
1.	I have not submitted any other claim so far for Leave Travel Concession in respect of myself or my
	family members in respect of block of two years 20
2.	I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me/
	my wife with
3.	I have not already drawn T.A. for the Leave Travel Concession in respect of a journey performed by
	me/my wife with
	two years 20
4.	I have already drawn T.A. for the Leave Travel Concession in respect of a journey performed by me
	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
5.	This journey has been performed by me with my wife with children/my
	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
	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 Government or Local Body which provides L.T.C. facilities to its employees and their families.

Signature of the Govt. servant