

APPLICATION FOR ADVANCE OF
T.A. ON TRANSFER

1. Name-----
2. Designation-----
3. Whether temporary/permanent-----
4. Office/Station in Which Working-----
5. Basic Pay + NPA + SI -----
6. Station to Which transferd -----
7. NO and Date of the transfer order-----
8. Details of family membes along with their age
and relationship -----
9. Whether the advance is required for-
 - (a) Self alone, or-----
 - (b) Self and family, or -----
 - (c) Family aione -----
10. Amonnt of advance required -----
11. Date of commencement of journey-----

I declare that the particulare furnished above are correct.

Station:
Date

Signature of the Government Servant

CERTIFICATE (ON TRANSFER)

1 Certified that following members of the family who are residing with me and wholly me dependent on accompanying me on transfer :-

<u>S.NO.</u>	<u>Name</u>	<u>Age</u>	<u>Relationship</u>
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2 Certified that Road mileage as show and claimed is correct to the best of my knowledge.

3 Certified that no shared the expenditure on the road mileage for which mileage allowance has been claimed at the higher rates prescribed in S.R.46.

4 Certified that the journeys were not performed in any other vehicle without payment of its hire charges or incurring its recurring expenses.

5 I did not perform the road journey for which mileage allowance has been claimed at the higher rates prescribed in S.R. 46 by taking a single seat in any public conveyance excluding steamer which plies regularly between fixed points and charges fixed rates.

6 The stations between which road milage has been claimed are not connected by rail.

7 Certified that the mode of travel, class of accommodation and amount of fare shown in the bill are correct.

8 Certified that personal affects weighing were actually transported by me from to Or

And the expenditure incurred thereof was not less than the sum claimed there in.

Details of actual expenditure on transportation of personal effects/ personal conveyance per receipts

Station from and to Mode of Conveyance Amount

- 10 Certified that I travelled by Air and actually paid Rs..... as fare (Ticket No.....)
- 11 Certified that personal effects were transferred by the ' QUICK TRANSIT SERVICE' and they reached the destination within the specified period .
- 12 Certified that chauffeur or cleaner other than a domestic servant was actually travelled by rail on the section for which transportation charges of motor car/ rail are claimed.
- 13 Certified that my wife/ husband who is employed under the Central Government and who has been transferred from to..... Within six months of my transfer has not already claimed any transfer T.A. in consequence of his/ her transfer.

Signature.....

Name and Designation

Date.....

/Ramesh/
25.5.1995