



**Part C) Accommodation/Lodging Claim:**

City	State/UT	Name and address of hotel	Bill No.	Date and Time		No. of Days	Rent per day*	Total Amount (Rs.)
				Check-in	Check-out			
<b>Total (Part C):</b>								

Grand total (Part A+B+C): Rs. \_\_\_\_\_/-(Rupees \_\_\_\_\_ only).

\*Refer UGC rules and Central Govt. TA rules.

Certified that:

- i) Particulars provided herewith are correct and that I have not claimed TA/DA for this journey from any other source and the bill is submitted for the first time.
- ii) I was not provided free boarding/lodging at the cost of Govt./University or any autonomous body.
- iii) I have travelled by the shortest route and I will perform the return journey by same route.

Supporting documents/vouchers enclosed:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

The above journey claim is verified to be true and correct.

**Sign. & Name of officer (Coordinator)**

**Signature of Claimant with date**

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For use by Accounts section only

Head of account: \_\_\_\_\_ Passed for Rs. \_\_\_\_\_/-(Rupees \_\_\_\_\_ only)

Returned in original with remarks as attached.

**Dealing Assistant**

**Finance Officer**

**Registrar**