

DELHI TOURISM & TRANSPORTATION DEVELOPMENT CORPORATION LTD.
18-A, DDA SCO COMPLEX, DEFENCE COLONY, NEW DELHI. 110 024.

CONVEYANCE BILL

Name of Official Designation Posted at.....

| Date | Point of Journey | Place of Visit | Mode of conveyance | Distance in kms. | Amount paid | Purpose of journey |
|------|------------------|----------------|--------------------|------------------|-------------|--------------------|
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1. Certified that Shri/Smt./Km.....
was dispatched on urgent
 duty special order of the undersigned.

2. Certified that no other compensation
 remuneration is to be received by the
 Official.

3. Certified that the mode of conveyance
 employed is the same as approved by
 the Controlling Authority on my
 recommendation.

4. Fixed conveyance for that category of
 the staff.

1. Certified that the place visited is not
 less than one mile by the shortest
 Route.

2. Certified that the expenditure incurred
 so far less than.....
 In current month.

(SIGNATURE OF APPLICANT)

Counter signature of the
 Concerned divisional head

FOR USE IN ACCOUNTS SECTION

Pay Rs.....(Rupees.....only)

Bill Clerk

AM(A/c)

MANAGER(FINANCE)

FINANCIAL CONTROLLER