

Government of India
Central Water Commission

Statement showing particulars of journey performed for which conveyance allowance is claimed:
Name: _____ Designation: _____

Working in/with : _____

(A)

Date	Departure	Arrival	Distance	Mode of Conveyance.	Actual fair paid	Purpose of journey (in case of delivery of dak please fill up Part B)
(Rupees _____ Only)				Total: Rs. _____		

(B)

S.No.	Dairy/Despatch No. of letter/file	Time & Date of despatch	Urgency of delivery by special messenger and not through CR Section	Name & Designation of the addressee

Certified that I have actually spent the amount stated above claim was not preferred previously and that the total amount claimed during this month as conveyance charges including the amount claimed in this bill does not exceed Rs. 150/- (Rupees one hundred and fifty only)

Date: _____

Signature of claimant

Certified that the claimant was directed to travel as above by the mode of conveyance(s) in the public interest with the work as indicated above and in the case of collection/delivery of papers and other documents, urgency was such that the journey(s) could not be postponed till the next hours by which the CR/Night duty sections messenger was available as per jurisdiction record over my signature in conveyance register.

Date: _____

Signature
Name & Designation of Competent Authority

Pay Rs. _____ (Rupees
Received payment.

Section Officer (Cash)