**OFFICE OF THE**

**PRINCIPAL ACCOUNTANT GENERAL (G&SSA), WEST BENGAL**

**2, GOVT. PLACE (W), TREASURY BUILDINGS, KOLKATA-700001**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**APPLICATION FOR ADVANCE T.A. ON TOUR**

|  |  |
| --- | --- |
| **PARTY NO.** |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. | Name and Designation of the Applicant | | **:** |  | | | | |
| 2. | i) Basic Pay and Grade Pay | | **:** |  | | | | |
|  | ii) Re-imbursement/DA admissible | | **:** |  | |  | | |
|  |  | |  |  | |  | | |
| 3. | Particulars of Places of Halt/Local Journey | | **:** |  | | | | |
|  | Name of District | Period of Stay | | | | | No.of days of halt | |
|  |  |  | | | | |  | |
|  |  |  | | | | |  | |
|  |  |  | | | | |  | |
| 4. | Particulars of advance require 90% D.A. re-imbursement of 28 days | | | 1st/2nd Class Train Fare and Road Mileage/ Airfare | | | | Net Amount Claimed (Rs.) |
|  |  | | | |  | | |  |
|  | **Total :** | | | |  | | |  |
| 5. | Amount of previous advance outstanding, if not the date of submission of the last adjustment bill | | **:** |  | | | | |
| 6. | Name of the place of which payment is expected | | **:** |  | | | | |
| 7. | Signature of AAO/Supervisor/ AAO(P) | | **:** |  | | | | |
| 8. | Name of the Camp | | **:** |  | | | | |
| 9. | Date of Application | | **:** |  | | | | |

***Signature of Applicant***