



राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान
NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY
(सूचना प्रौद्योगिकी विभाग, संचार एवं सूचना मन्त्रालय, भारत सरकार की एक स्वायत्त वैज्ञानिक संस्था)
(An Autonomous Scientific Society of Department of Electronics & Information Technology,
Ministry of Communications and Information Technology, Govt. of India)
मदन मोहन मालवीय इन्जीनियरिंग कॉलेज परिसर, गोरखपुर
M.M.M. Engg. College Campus Gorakhpur

SECTION XX

APPLICATION FORM FOR GRANT OF LTC ADVANCE

1. Name of the Employee : _____
2. Designation : _____
3. Date of entering the Service
in DOEACC (formerly CEDTI) : _____
4. Present Scale of Pay : _____
5. Whether permanent or temporary : _____
6. Home Town as recorded in the
Service Book : _____
7. Details of leave sanctioned for availing
LTC for self : _____
8. Whether wife/husband is employed : _____
and if so whether entitled to LTC
9. Whether the concession is to be : _____
availed for visiting home town
and if so block for which LTC is to
be availed.
10. (a) If the concession is for the visit : _____
"anywhere in India" the place
to be visited.
(b) Block for which to be availed : _____
11. Single rail/bus fare from the HQ. : _____
to home town/place of visit by
shortest route.
12. Persons in respect to whom LTC : _____
is proposed to be availed

S.NO.	NAME AND AGE	RELATIONSHIP

13. Amount of Advance required : _____

I declare that the particulars furnished above are true and correct to the best of my knowledge. I undertake to produce the tickets for the outward journey within ten days of receipt of the advance.

In the event of cancellation of the journey or if I fail to produce the tickets within ten days of receipt of advance, I undertake to refund the entire advance in one lumpsum.

Date _____

Signature of the Employee _____