



## NIELIT GORAKHPUR CENTRE

रा०ई०सू०प्रौ०स० गोरखपुर

(An Institution under Ministry of Communication & Information Technology Govt. of India)

### (LOCAL CONVEYANCE CLAIM)

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

S.No.	Date	Travelling From To	Scooter/ Bus/Taxi	Amount Claim (Rs.)	Particulars

Certified that I have actually spent the amount narrated above and the claim was preferred previously.

Signature of Claiming Officer

Certified that the individual has actually travelled and he was directed to travel from \_\_\_\_\_ to \_\_\_\_\_ by bus/own scooter/private scooter/ taxi in connection with the official work. He travelled in the public interest. Staff Car could not be provided to him.

Signature of controlling officer

Accepted and passed of Rs. \_\_\_\_\_ (Rupees): \_\_\_\_\_

Director/DDO

Accepted and passed of Rs. \_\_\_\_\_ (Rupees): \_\_\_\_\_ only)

Signature of Receiving Officer