DEPARTMENT OF COMPUTER SCIENCE AND AUTOMATION
INDIAN INSTITUTE OF SCIENCE, BANGALORE – 12

APPLICATION FOR TRAVELLING ALLOWANCE ADVACE
(Columns 1 to 8 be completed by the applicant)

Note : TA/DA advance cannot be paid if the visit has not been approved.

1	Name of the Applicant (in block letters)	
2	Designation	
3	Basic pay/Scholarship/Fellowship	
4	Approval Letter No. & Date	
5	Place of Visit (Meeting/Symposium/ Conference/Training)	
6	Date of departure and arrival at Bangalore	Departure : Arrival :
7	Total advance requested	
8	Details of previous TA/DA advances outstanding, if any (please indicate the reasons for not having submitted the TA Bill)	

Date   :
Bangalore :   **SIGNATURE**

Forwarded w/c. to :

The Financial Controller

Date :   **[Chairman CSA]**

PTO

FILLED IN BY CENTRAL OFFICE

DEBIT HEAD : TA ADVANCE

TRAVELLING AND DAILY ALLOWANCE Advance

of Rs. (in words) _____

_____

is sanctioned.

ACCOUNTS OFFICER   FINANCIAL CONTROLLER

ACKNOWLEDGEMENT

Received Rs.   (in words) _____

_____

Date :   SIGNATURE