



**COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA**  
**BHUBANESWAR**  
**TA/CA BILL FORM**

For journey on tour in connection with \_\_\_\_\_

Name and address (Office) \_\_\_\_\_

Basic pay now drawn per month \_\_\_\_\_ Advance taken for tour, if any \_\_\_\_\_

Bank A/C No.  IFSC Code No.

Departure			Arrival			Purpose of journey	Distance of journey	Mode of journey Rail/Road Air	Class	Actual Fare	No. of Days of Halt	Amount	
Date	Time	Place	Date	Time	Place							Rs.	P.

*Please Turn Over*

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[Rupees in words.....]	<b>Total</b>	<input type="text"/>
	Received payment	<input type="text"/>

1. Certified that I have actually performed the journey in the class I am entitled to by rail & I have actually paid Rs. as fare  
(Ticket/Money Receipt produced)
2. Certified that the road journey between places connected by rail have been performed by bus in the interest of the Council, and the actual fare paid Rs. (Ticket produced)
3. Certified that I have owned a Motor Car/Motor Cycle and have actually travelled by own Car/Scooter/Motor Cycle (Vice Car/Motor Cycle  
Regd. No .....
4. Certified that I was actually and not merely constructively in camp for all the days of halt for which Daily Allowance has been claimed.
5. Certified that the T.A claimed by me in this bill has neither been claimed nor drawn by me previously.

**Signature of Claimant**

Certified that the above officer/member of \_\_\_\_\_ Committee has attended the meeting/inspected the above-mentioned College/School or visited the institution stated, above conduct Tabulation/ Supervision/Examination etc. and performed the journey. The particulars thereof are authenticated.

**Seal & Signature of Countersigning Officer**

**FOR OFFICE USE ONLY**  
PASSED FOR PAYMENT OF Rs.  
IN WORDS RUPEES

**Verifying Asst.**

**Finance Officer**