Indian Maritime University, Mumbai Port Campus (IMU-MPC) Hay Bunder Road, Sewri, Mumbai

LEAVE TRAVEL CONCESSION FINAL CLAIM

1.	Employee Name	:	4
2.	Employee Code	:	
3.	Designation	:	
4.	Basic Pay	:	Band Pay : Rs
			Basic Pay : Rs
5.	Whether LTC availed for Hometown / Anywhere India (Strike out whichever is applicable)	:	Hometown / Anywhere India
6	Place of Visit	:	
7	Block for which availed	:	Sub Block :
			Four Yearly Block :
8.	Date of drawl of advance	:	
9.	Particulars of members in respect of whom the LTC has been claimed	:	

SI. No	Name	Age (Date of Birth in case of Children)	Relationship
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2			Yawa I
3			
4		and the second second second second	ic to

10. Details of journey(s) performed by the employee and the member of the family

Date of Travel	Departure (From)	Arrival (To)	Distance In KM	Mode of Travel	Train Number	Class	Fare Rs.	Ticket Numbers
ne panor		roic and regre			10 S	675, 1, 1639	e imo	

11.	Total Amount of the claim		Rs				
12	Advance Drawn	:	Rs				
13	Balance Payable by the University		Rs				
14	Balance Refundable to University	:	Rs.				
Certifi	icates:			CHICAGO CONTRACTOR CON			
1.	The information as given above is t	rue to t	he best	t of my knowledge and belief.			
2.	That my husband/wife is not employed in Government service/that my husband/wife is employed in Government service and the concession has not been availed of by him/her separately for himself/herself or for any of the family members for the concerned block of years to						
3.	That my spouse for whom	LTC	is c	claimed by me is employed in			
	Undertaking/Corporation/Autonomo	ous Bo	ody, e	(name of the Public Secto etc.), which provides Leave Trave ed and will not prefer, any claim in this			
4.	That my spouse for whom LTC is claimed by me is not employed in any Public Sc Undertaking / Corporation / Autonomous Body financed wholly or partly by the Centra Government or a Local Body, which provided LTC facilities to its employees and their families.						
		Empl	ovee S	ignature :			
		Date	.,				
	iter signature of mmending Officer			er de Edge Division			
	[For use	by Ad	ministr	ration]			
	employee is admissible for availing L	.TC for	the blo	ock indicated in the claim. The claim is			
Total	Amount of Claim		:	Rs			
Advance paid				Rs			
Amount Payable by University				Rs			
Amount refundable to University							
AIIIOC	drit returnable to Onliversity		•	Rs			
			3 G - 1777				
Assis	stant Registrar (Finance)			Deputy Registrar (Admin)			
	[For use by	/ Finan	ce & A	ccounts]			
Total	Expenditure of Rs	ma	y be pl	ease be sanctioned and the balance of			
	is Payable by the Emp						

Assistant Registrar (Finance)

Deputy Registrar (Admin)