

**APPLICATION FOR ADVANCE OF TOUR/TRAINING T.A. FOR THE MONTH OF**

1.	Name of the Establishment	:	O/o the Pr. Accountant General (Audit I), Odisha.
2.	Name of the Government Servant and his/her GPF No.	:	
3.	Designation	:	
4.	Whether Permanent/QP/Temporary	:	Permanent
5.	Whether Surety Bond Attached	:	Not Required
6.	Pay of Government Servant	:	
7.	Party to which attached including party No.	:	
8.	Month for which advance TA applied for	:	
9.	Whether final TA Bill for the month ..... (just prior to month of application) submitted. If so, the No. & date of letter of submission may be submitted	:	
10.	Plus/Minus amount of the TA Bill for the month of as in Sl.9 may please be indicated	:	
11.	Approximate expenditure towards tour including details	:	Journey to and fro
		:	Food Bill for ..... days @Rs.
		:	Lodge Bill for .....days @Rs.
		:	Travel Bill for .....days @Rs.
			<b>Total</b>
12.	Amount of advance applied for	:	
13.	Whether the advance is to be drawn at Headquarters or to be sent to party address	:	At Headquarters
14.	Signature of applicant	:	
15.	Amount of advance recommended by the competent authority indicating plus/minus amount of previous month bill	:	
16.	Signature of the controlling authority	:	

AAO/Controlling Section

Sr.AO/Controlling Section