

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED

Application for claiming local conveyance expenses for official journeys for the month of _____

Name & Designation _____ Pay – Scale /Level _____

Division / Section _____ Place of Normal Duty _____

Bank Account Number _____ IFSC Code & Branch Address _____

Residence Address _____

S. No. Date: Time of Leaving (HQ) Time of Returning of (HQ) Journey Performed Distance Work Done Expense Claimed for Rs.
from to Conveyance

Signature of Employee _____

File No/ID No. _____