TRAVEL ALLOWANCE FORM

HINDUSTAN PETROLEUM CORPORATION LIMITED

Recruitment of Chartered Accountants

REIMBURSEMENT FOR TRAVEL EXPENSES TOWARDS APPEARING FOR PERSONAL INTERVIEW

Name & Mailing Address:	**Application Number** ..... **Position Applied for :**..... **Interview Venue** ..... **Contact/ Tel. No:** ..... **e-mail ID :** .....

JOURNEY DETAILS:

Journey	Date(s)	Mode of Travel	Class of Travel	Ticket / Receipt No.	Travel Fare (Rupees)
From. ..... To.		Rail / Bus			
From. ..... To		Rail / Bus			
			TOTAL RUPEES =		

a) Attach Original / Photocopy of Rail / Bus Tickets / Receipt towards proof of journey.

DECLARATION:

1. I will not claim the amount from the Government or my present employer.
2. I hereby affirm that the information furnished by me in this form is true and any false information will render me liable for non-payment of travel expenses.

I have received a sum of Rs.. ..... . towards the above.

Venue:

Date: Signature of Candidate

Reimbursement of Travel Expenses will be made for 2nd class rail / bus fare by the shortest route to the interview centre for outstation candidates, provided the distance traveled is not less than 30 kms. Payment will be made to outstation candidates at the venue subject to submission of TA (Travel Allowance) Claim form along with original Ticket/Receipt or Photocopy there of or original bus ticket/s.

Please handover this Form along with Original / Photocopy of Rail / Bus Tickets / Receipt.