



1. Certified that I have actually utilized and paid for the conveyance charges for which this claim has been preferred.
2. Certified that the journey was not performed by means of my own Conveyance/Government Conveyance.
3. Certified that I have not submitted any other claim for Conveyance hired during the month in which the above journey was performed.
4. Residential Address: - \_\_\_\_\_
5. Distance from HQ's Office: - \_\_\_\_\_  
(To be given where journey is performed from/ to Residence)

Signature: - \_\_\_\_\_

\_\_\_\_\_  
(Name and Designation in Block Letters)

Telephone No. \_\_\_\_\_