|  |  |  |
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| **SSEC** | **SHANTILAL SHAH ENGINEERING COLLEGE  SIDSAR CAMPUS, BHAVNAGAR** | **SSEC** |

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| **APPLICATION FOR TRANSPORTATION ALLOWANCE** |
| (As per GCSR (T.A.) rules no. 40) |

|  |  |  |
| --- | --- | --- |
| Name | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Department | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Shantilal Shah Engineering College, Bhavnagar** | | |
| Date | : | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

To,

The Principal

SSEC, Bhavnagr.

**Subject** : **Application to sanction Transportation Allowance**

Respected Sir,

With reference to above subject, I am eligible for T. A. as per Government rule. Kindly sanction my T.A. My details are as under.

1. Basic pay and AGP (As on 1st April) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Pay scale : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Date of Joining (To the Institute) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Residential Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Head Quarter, Bhavnagar) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I hereby declare and Certify that, I am not residing within one kilometer from the places of work or within the campus.**

Through HOD : Sincerely Yours,

|  |  |
| --- | --- |
| **Attached Documents** | 1. Copy of Electricity Bill |
|  | 2. Agreement of House (If rented) |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CERTIFICATE**

**Office Use Only**

**Ref :** Application of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for Transportation Allowance, Dated :\_\_\_\_\_\_\_\_\_

Name of employee

It is hereby certified that Shri / Shrimati / Kumari \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is serving in this department / office as a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. He / She is not residing within one kilometer from the places of work or within a campus.

Name of employee

Designation of employee

He / She is entitled for Transport Allowance from \_\_\_\_\_\_\_\_\_\_\_\_\_\_in accordance with GCSR (T.A.) rules no 40 of 2002.

Joining Date

Date :

Station : Bhavnagar

Office seal

**CERTIFICATE**

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Office seal