SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(UNIVERSITY OF DELHI)
PSP AREA-IV, Dr. K.N. KATJU MARG, SECTOR-16, ROHINI, DELHI-110089

LOCAL TRAVELLING BILL

Date: .....

I have incurred the following expenditure for college on .....
I certify that I have used the conveyance for which the claim pertains to.

Conveyance From To	Mode of Conveyance Taxi/Scooter /Bus/Other	KMs.	Details of work Carried	Amount

Bill is in order and verified for payment

Signature .....

Name .....

Designation .....

Admn. Officer/ Section Officer
Librarian/ Teacher-in-charge

Pay Rs. .....

PRINCIPAL

Passed the conveyance bill for Rs. ..... Rupees.....)

Section Officer (Accounts) **Bursar** **Principal**

RECEIPT

Received with thanks from the Principal Shaheed Sukhdev College of Business Studies, Rohini, Delhi-110089, a sum of **Rs. _____ (Rupees_____only)** in full and final payment of my above Travelling Allowance.

Dated: _____ **Signature**