



## TA FORM



The \_\_\_\_\_ Pay Rolls  
BEM Ltd

Dear Sir,

Sub : Payment of Traveling Allowance  
Ref : 1. Interview Call letter No. \_\_\_\_\_ dated \_\_\_\_\_  
2. Advt. No. KP/S/\_\_\_/20\_\_

In response to the letter under reference (1), I have reported for interview/written test on \_\_\_\_\_, for the post of \_\_\_\_\_.

2. Please arrange to pay me the traveling allowance from \_\_\_\_\_ to Bangalore city and back.

**(A) BY TRAIN :**

- (i) Name of the nearest Railway station :  
(from Residence)
- (ii) II AC / III AC/Sleeper class :
- (iii) Amount :
- (iv) Train Ticket No. (Original ticket to be enclosed) :

**TOTAL (Claim for both the ways) : Rs.....**

**(B) BY BUS :** Ticket No. (Original  
ticket to be enclosed) :

Amount : **Rs.....**

**A sum of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_) (both ways) may please  
be reimbursed.**

Yours faithfully,

(SIGNATURE)

**NAME IN BLOCK LETTERS:**

**BANK ACCOUNT NO. :**

**BANK NAME :**

**IFSC CODE :**

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**(TO BE FILLED BY RECRUTMENT CELL)**

**To,**

**Officer In- charge (Payrolls):** Approved for payment of II AC / III AC/Sleeper class Train fare/ Bus fare  
from ..... to Bangalore City and back.

**Officer In- charge: Recruitment Cell**