



DEPARTMENT OF ELECTRICAL ENGINEERING
Indian Institute of Science
Bangalore – 560012

Application for TRAVELLING ALLOWANCE ADVANCE
(Columns 1 to 9 to be completed by the applicant)

NOTE: TA/DA advance cannot be paid if the visit has not been approved.

1. Name of the Applicant (in block letters)	
2. Designation	
3. Department	ELECTRICAL ENGINEERING
4. Basic Pay / Scholarship/Fellowship etc. (in the case of Scholarship/Fellowship holder name of the Scholarship/ Fellowship may also be indicated)	
5. Approval Letter No. And date	
6. Place of Visit (Meeting/Symposium/Conference/Training)	
7. Date of departure from and arrival at Bangalore	Departure : Arrival :
8. Total amount of advance requested	Rs.
9. Details of previous TA/DA advances outstanding, if any (please indicate the reason for not having submitted the TA bill)	
Place: Bangalore Date:	SIGNATURE
	Forwarded W/c
Date:	CHAIRMAN Dept. of Electrical Engineering

(Chairman Seal)