

Statement showing expenditure incurred on transpiration of personal effects by  
 Shri \_\_\_\_\_  
 Formerly \_\_\_\_\_ on transfer to Hqrs.

Size of family	Entitlement of	
	Personal effects _____	Kgs.
Self	Accompanied Air _____	Kgs.
No.Of Packages	Wife	Unaccompanied by Land/Sea Route _____
		Kgs.
By Air	Child/Children	
	Aged	Unaccompanied by air _____
By Sea		Kgs.
	Rate of Exchange Total _____	Kgs.
	Excess, if any _____	Kgs.
	Rs.1.00 _____	
Details of Journey	Departure _____	Arrival _____

### EXPENDITURE

Foreign Currency-Indian Rs.

- i. Accompanied baggage by Air ( \_\_\_\_\_ kgs.)  
 Porterage at Residence  
 Taxi charges from Residence to Air Port.  
 Porterage at Airport  
 Air fares for \_\_\_\_\_  
 Air Port Tax.  
  
 Sea freight  
 Insurance charges (for Rs \_\_\_\_\_)  
 Packing Charges.
- ii. Transpiration for cat  
 As per bill attached/paid by Mission  
 Insurances Charges.
- iii. Accompanied/Unaccompanied by Air  
 Portage at Air Port  
 Taxi charges from Air Port to  
 Residence/Railway Station.  
 Customer were House Charges.  
 Rail fare from \_\_\_\_\_ to \_\_\_\_\_  
 Taxi charges from Railway Station  
 To Residence.
- iv. Unaccompanied by surface route  
 1. As per bill of M/s. \_\_\_\_\_  
At Delhi (if under customs bonds)  
 As per Bill attached.

D.A. For scheduled/enforced halt  
 Hotel Rent  
 D.A

Signature:  
 Designation: