



राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम
NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM
(An Institution of National Importance under Ministry of Education, Govt. of India)
CHALTLANG, AIZAWL, MIZORAM - 796012

Phone/Fax: 0389-2391236 / 0389-2391774 / 0389-2391699

Email: nit_mizoram@nitmz.ac.in

FORM - 1

APPLICATION FORM FOR GRANT OF LTC ADVANCE

1. Name of the Government Servant : _____
2. Designation : _____
3. Date of entering the Central Govt. Service : _____
4. Pay + SI + NPA : _____
5. Whether permanent or temporary : _____
6. Home Town as recorded in S/B : _____
7. Whether husband/wife is employed and if so whether entitled to LTC : _____
8. Whether the concession is to be availed for visiting home town and if so block for which LTC is to be availed : _____
9. (a) If the concession is to visit "anywhere in India", the place to be visited : _____
(b) Block for which to be availed : _____
10. Single rail fare/bus fare from Hqrs. to home town/place of visit by shortest route : _____

11. Persons in respect of whom LTC is proposed to be availed:

<i>Sl. No.</i>	<i>Name</i>	<i>Age</i>	<i>Relationship</i>

12. Amount of Advance required : ₹. _____

I declare that the particulars furnished above are true to the best of my knowledge and I undertake to produce the tickets for the outward journey within ten days of receipt of the advance.

In the event of cancellation of the journey or if I fail to produce the tickets within ten days of receipt of the advance, I undertake to refund the entire advance in one lumpsum.

Dated _____

Signature of Applicant

CHECK LIST
(For use in the Office)

1. Particulars in Columns 1 to 6 verified :
2. Amount entitled for reimbursement : ₹.
3. Advance admissible (90% of amount in S.N 2) : ₹.

Advance of ₹. _____ may be sanctioned please.

Accountant

Superintendent

Deputy Registrar

Registrar / Director