**INFORMATION FOR DIRECT PAYMENT TO TRAVEL AGENT**

**Air Tickets**

- **Details of Flight:**
  - **From:**
  - **To:**
  - **Date of Journey:**
  - **Flight No.:**
  - **Class:**

- **Tickets delivered on:**

- **Invoice no.**
- **Dated**
- **For Rs.**

- **Signature:**

**Certification:**

The tickets have been received and the amounts of Rs. are released to the travel agent as per attached invoice. This claim has been included in my TA Advance.

**Additional Information:**

- **Employee Code:**
- **As on date:**

(i) There is no outstanding TA advance.

(ii) The following TA advances are outstanding:

- **Date:**
- **Amount:**

**Signatures:***

- **Dealing Assistant:**
- **Sr. A.O.:**
- **AR (A/C):**
- **DR (A/c):**