

Travel Reimbursement for Shortlisted SC/ST/DAP Candidates

To-and-fro second class or sleeper class railway fare or ordinary bus fare will be reimbursed to all SC/ST/DAP candidates who will be appearing for the test/interview in person on producing the tickets for journey from their place of residence to Kanpur and back for attending the interview.

Please fill BOTH the travel reimbursement forms given on the next two pages and submit it along with the tickets at the time of registration in L -7.

In the second form, you don't need to fill the Vendor Unique Code of PFMS and GST No.

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR
DEPARTMENT OF CIVIL ENGINEERING**

T.A. MEMO FOR PERSONS CALLED FOR INTERVIEW FOR M.TECH./Ph.D./MSR

1. Name (In Block Letters): _____ Category: _____
2. Application No. _____
3. Full Address: _____

4. Place from which the journey was performed: _____
5. Date and Time: (Started): _____
6. Date and Time of Arrival at Kanpur: _____
7. Actual 2nd Class Railway Fare: _____
8. Railway Ticket No.: _____
9. Remarks if Any: _____
10. I declare that I, Mr/Ms _____ actually attended
the Interview in (Specialization): _____ On _____

(Signature of the Candidate)

DECLARATION FORM

Certified that no amount has actually been claimed by me or will be claimed for the journey/period in any bill drawn from any other sources.

Certified that I actually travelled by 2nd Class and Paid Rs. _____

For return Railway Fare from **STATION-KANPUR** to: _____

Rs. _____ Total both side Fare Rs. _____

DETAILS OF BANK ACCOUNT

Name as per Bank Account: _____

Bank Account No.: _____

Bank Name: _____

Branch: _____ **IFSC Code:** _____

Mobile No.: _____ **E-Mail:** _____

Approved for Payment

I declare that the information provided in this form is correct.

Signature of the Candidate _____

Date: _____

Head
Department of Civil Engineering
IIT Kanpur



INDIAN INSTITUTE OF TECHNOLOGY KANPUR
FINANCE & ACCOUNT OFFICE

“MANDATE FORM OF BANK”

E-Payment using Digital Signatory Payment facility for receiving payments through Treasury Single Account (TSA) from PFMS website.

Kindly provide registered “Vendor Unique Code” of PFMS, if already registered in PFMS Website.

Vendor Unique Code of PFMS	
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OR

Note: In case not registered vendor code in PFMS website, kindly fill/verify the following details.

(A). Details of Vendor/Party

Type of Vendor/Party* <i>(Tick for type of vendor)</i>	(Personal/ Commercial/ Institutional/ Small Business Finance/ Small Scale Industries/ NGO/ Govt. Official – Imprest Advance/ Departmental Officer)
Full Name of Vendor/Party* <i>(As per GST Reg. & Bank Account)</i>	
GST No.* <i>(Attach Copy of GST Registration No.)</i>	
PAN Card No.* <i>(Attach Copy of PAN)</i>	
Gender(Male/Female)* <i>(In case vendor type is Personal)</i>	
Father/Husband Name <i>(In case vendor type is Personal)</i>	
Aadhar Card No.* <i>(Attach Copy of Aadhar)</i> <i>(In case vendor type is Personal)</i>	
Mobile No. * <i>(As per bank account)</i>	
E-mail ID	
Vendor/Party residency address alongwith state, city, district, pin code* <i>(As per bank account)</i>	

(B). Bank Account of Vendor/Party

BankName* <i>(Attach Copy of Passbook/ Cancelled Cheque/Bank Statement)</i>	
Bank Account Number* <i>(As appearing in the pass book)</i>	
IFSCCode of Bank*	

*** Mandatory. Please fill the information correctly to avoid problem in receiving payments.**

Declaration:

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect I would not hold the user Institution responsible.

Signature of Vendor/Party & date

FOR USE OF FINANCE & ACCOUNTS OFFICE, IIT KANPUR ONLY

Vendor Unique Code Created in PFMS Portal	
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Signature of TSA Personnel & date