

Central Sanskrit University

Sr. No.	List of Enclosure	
1	LTC Sanction order	
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Note:-

- 1 In case of Air travel please enclose boarding passes.
- 2 In case of Air travel please enclose invoice of LTC ticket issued by authorised deal LTC ticket issued by authorised dealer.
- 3 In case of delay for more than 3 months please provide justification.
- 4 Please certify all the enclosures.

[FOR USE IN ACCOUNTS SECTION]

The net entitlement on account of Leave Travel Concession works out to Rs..... as detailed below:

(a) Railway/ Air/ Bus Steamer fare Rs.....

(b) Less amount of advance drawn Rs.....

(c) Net amount payable Rs.....

Passed for Rs.....

Dealing Asstt.

Section officer (Fin.)

DD (Finance)

Finance officer