

EXPENDITURE INCURRED ON ACCOUNT OF FOOD BILLS DURING TOUR

This is to certify that Shri/Smt/Miss
 (Name of the official) was on official tour at (Place
 of touring station) from (commencement date of journey) to
 (concluding date of journey) (totaldays) and incurred
 expenditure on account of my food amounting to ₹@ of ₹per day).

It is also certified that I have not been issued any receipt on account of payments
 made towards my food bills as the Hotel / Restaurant / Stall where I had taken meal /Snacks /
 beverage had no receipt book with them.

Date.....

Signature

Name

Designation

U.ID