GOA SHIPYARD LIMITED
VASCO-DA-GAMA, GOA.

TA CLAIM FORM FOR EXECUTIVE

Post : _____ **Advt. No.:** _____

To,
Chief General Manager (HR&A)
Goa Shipyard Limited,
VASCO DA GAMA,GOA

Date: _____

Category: _____

Dear Sir,

Sub: Reimbursement of Traveling Expenses

Pursuant to your Job Registration No. _____ dated _____ for the post of _____, I have attended the written test/ interview today. I have traveled from _____ to Vasco-da-Gama, Goa. One way IInd A/C railway fare is Rs. _____. I may, therefore, be paid to and fro IInd A/C railway fare.

HR department will not be responsible if I have traveled by any longer route.

Thanking you,

Yours faithfully,

Signature : _____

Name : _____

Contact No.: _____

Place: Vasco-da-Gama, Goa

Encl: 1) Original Ticket * of: Bus ☐ Train ☐ Flight ☐ Other ☐ _____(Specify)

2) Copy of Caste Certificate *: SC ☐ ST ☐ OBC ☐

3) Bank details for payment through ECS (refer page no.02)

INSTRUCTIONS:.

*Kindly fill the form in BLOCK/CAPITAL LETTERS.

*Payment of TA Claim shall be with held in case original ticket & copy of caste certificate (if applicable) are not attached.

P.T.O.

GOA SHIPYARD LIMITED

BANK DETAILS FOR PAYMENT THROUGH ECS

* All information in Capital letters.

1.	Beneficiary Name * (Name of the Candidate)	
2.	Bank Name & Address *	
3.	Type of Account (Please tick [√] any one)	Saving Account ☐ Current Account ☐
4.	Bank Account No.	
5.	Branch IFSC Code	
6.	Email address of Candidate	
7.	9 digits MICR Code Number of Branch	

The above information, furnish by me is true and to the best of my knowledge.

_____

Signature of the candidate

Contact No.: _____

Date: _____