

**REGISTER OF ALL TC CLAIMS****(To be maintained by Concerned Cash Branch)****(To be Computerised and maintained in IPAS)**

Sl. No.	Bill No. & Date of Advance/Final Bill	Name, Designation, Employee Number and RUID of Railway Servant	Block Year	Place of Visit	For whom claimed	Amount of Advance/Final claim	Bill No. & Date of Adjustment	Date of Receipt of claim	Gross Amt. Of the bill	Net Amt.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

**NOTES:-**

1. Entries for advance bill should be made in red ink.
2. In case of final claim where no advance has been drawn, columns (1) to (7) only need to be filled up.
3. In case of adjustment bills, columns (9) to (12) against the S.No. of the advance bill should be filled up while passing the net claim.
4. If net amount of the adjustment bill is for a minus amount, particulars of recovery of the balance should be indicated in column (12).