



KRISUMI CORPORATION

Annexure to Domestic Travel Policy

DOMESTIC TOUR APPROVAL CUM ADVANCE REQUISITION FORM

Date: 27-Nov-24

Name: Pradhuman Singh

Emp. Code No. K 1073

Designation: Senior General Manager

Department: Sales

Purpose: Channel Partner Event at Yamuna Nagar

Duration: From: 29-Nov-24

To: 01-Dec-24

Destination: Yamuna Nagar

No. of Days:

0	3
---	---

Mode of Travel:

- 1 - Air - Economy Class
- 2 - Train - 1st AC / 2nd AC / 3rd AC / Chair Car / Sleeper Class / 2nd Class
- 3 - Bus - Non AC / A.C. / Luxury / Sleeper Class

IMPREST/ADVANCE REQUESTED:

a) Train/Air/Bus Fare	Rs. _____
b) Conveyance	Rs. _____
c) Boarding & Lodg	Rs. _____
d) D.A.	Rs. _____
Total Amount	Rs. 15000 /-
(In Words)	Fifteen Thousand only /-

Employee's Sign

Chief Executive Officer

Co-Chief Executive Officer

Note:- All the claims/imprest should be settled within Four days of coming back from the tour.