Declaration of Home Town for the Purpose of Leave Travel Concession

I hereby declare that my Home Town is ……(Tehsil :……..

Distt. ……..State……..)

Nearest Railway Station: …….

The reasons for declaring……. As my Home Town are as under:

1. …….
2. …….

Particulars of family members:

Sr. No.	Name	Relationship	Date of Birth	Whether employed if so, name and address of employer	Income from all sources

I hereby declare that the above-mentioned persons are residing with and wholly dependent upon me except the following:

Signature of the employee (with date)

Signature & Designation
of the attesting officer

RECORD OF VERIFICATION OF SERVICE – SERVICE VERIFIED FROM PAY BILLS, ACQUAINTANCE ROLLS (AND SIMILAR RECORDS SPECIFIED BELOW)