



9. Total admissible amount as per LTC rules: Rs.....
10. The amount of Advance claimed: Rs.....  
(90% of the admissible, as per entitlement)
11. The current LTC/HTC approval letter no..... Dated.....

Certified that-

- a. The information as given above is true to the best of my knowledge and belief;
- b. That my husband/wife is not employed in Government service/that my husband/wife is employed in Government service & the concession has not been availed of by him/her separately for himself/herself or any of the family members for the concerned block of years.....to.....
- c. That my husband/wife for whom LTC is claimed by me is employed in.....  
..... (name of the Public Sector undertaking/Corporation/Autonomous Body, etc.), which provides Leave Travel Concession facilities but he/she not preferred and will not prefer, any claim in his/her behalf to his/her employer; and
- d. That my wife/husband for whom LTC is claimed by me is not employed in any Public Sector undertaking/Corporation/Autonomous Body financed wholly or partly by the Central Government or a Local Body, which provides LTC facilities to its employees and their families.

Date .....

Signature of the Employee

Encls: The copy of LTC/HTC approval letter.