

Trip Expense Report

Employee: Mr. SHAILENDRA SRIVASTAVA

Trip Period: 23 Apr 2026 → 30 Apr 2026

Trip Description:

23 April Fatehpur and 29 to 30 April in Lucknow for official work

Status: SUBMITTED

MEAL

Date	Description	Status	Amount (₹)
23 Apr 2026	WITHOUT_BILL	SUBMITTED	₹ 300.00
29 Apr 2026	WITHOUT_BILL	SUBMITTED	₹ 300.00
30 May 2026	WITHOUT_BILL	SUBMITTED	₹ 300.00
Category Total			₹ 900.00

DA

Date	Description	Status	Amount (₹)
23 Apr 2026 → 23 Apr 2026 (1 days)	Daily Allowance	SUBMITTED	₹ 400.00
29 Apr 2026 → 30 Apr 2026 (2 days)	Daily Allowance	SUBMITTED	₹ 800.00
Category Total			₹ 1,200.00

LOCAL

Date	Description	Status	Amount (₹)
23 Apr 2026	Local Travel CAR 220.00 KM	SUBMITTED	₹ 1,870.00
29 Apr 2026	Local Travel CAR 130.00 KM	SUBMITTED	₹ 1,105.00
30 May 2026	Local Travel CAR 130.00 KM	SUBMITTED	₹ 1,105.00
Category Total			₹ 4,080.00

HOTEL

Date	Description	Status	Amount (₹)
29 Apr 2026 → 29 Apr 2026	Hotel stay	SUBMITTED	₹ 0.00
Category Total			₹ 0.00

Grand Total			₹ 6,180.00
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