

Trip Expense Report

Employee: Mr. Gunjan Shukla

Trip Period: 08 Jul 2026 → 09 Jul 2026

Trip Description:

Client Visit (Delhi)

Status: SUBMITTED

DA

Date	Description	Status	Amount (₹)
08 Jul 2026 → 09 Jul 2026 (2 days)	Daily Allowance	SUBMITTED	₹ 1,000.00
Category Total			₹ 1,000.00

LOCAL

Date	Description	Status	Amount (₹)
08 Jul 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 778.00
08 Jul 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 558.00
09 Jul 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 312.00
09 Jul 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 605.00
08 Jul 2026	Local Travel AUTO 0.00 KM	SUBMITTED	₹ 479.00
Category Total			₹ 2,732.00

Grand Total	₹ 3,732.00
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