

PROFORMA

1. Name:
2. Designation:
3. Pay:
4. Ministry:
5. Passport No:
6. Details of private foreign travel to be undertaken:

Period of stay abroad		Names of Foreign countries to be visited	Purpose	Estimated Expenditure (Travel) board/lodging, visa, misc., etc.)	Source of funds
From	To				

7. Foreign visits, If any, undertaken during the last one year.

Period of stay abroad		Names of foreign countries visited	Purpose	Estimated Expenditure (Travel) board/lodging, visa, misc, etc.)	Source of Funds
From	To				

Signature _____

Name: _____

Designation: _____

Date: _____