

**APPLICATION FOR APPROVAL OF TAX FREE TRAVELLING ALLOWANCE
DECLARATION OF ASSIGNMENT OF MOTOR VEHICLE BY OWNER TO TRAVELLING OFFICER**

I, _____
(Full Name and TRN of Motor Vehicle Owner)

of _____
(Address of Motor Vehicle Owner)

do hereby declare that I, with effect from _____, assign my
(Date)

(Vehicle Year, Model, Type and Registration Plate Number)

to _____
(Full Name and Address of Travelling Officer)

for the purpose of performing his/her official duties freely and unencumbered at

(Name and Address of Organization)

I also declare that the aforesaid motor vehicle is not the subject of any travelling allowance being paid by any other organization, Government Department/Ministry/Agency or any public body. Finally, I further declare that I will immediately advise the above named organization upon the revocation of the assignment of this motor vehicle to this travelling officer.

(Signature of Motor Vehicle Owner) _____
(Date)

Witnessed in the presence of _____

Justice of the Peace for the Parish of _____ on this

_____ day of _____

(Declaration will be valid for one year only)