

**APPLICATION FOR RAILWAY FORMS**

- Form 'D'     Form 'G'     Single warrant     Party warrant     Coupe  
(Please tick (√) relevant box (□) whichever is applicable)

Personal No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_

CDA A/c No. \_\_\_\_\_ Branch \_\_\_\_\_ Pay\* \_\_\_\_\_ Tel.No. \_\_\_\_\_

► Please tick(√) the box (□) whichever is applicable.

(\*Basic Pay +Rank Pay+NPA)

I will be travelling alone.

Date of Joining Army HQ \_\_\_\_\_

I will be travelling accompanied by my family.

My family will be travelling unaccompanied.

Please issue the Railway Forms as per the details given below:-

<u>Name of Railway Station</u>		<u>Validity upto</u>	<u>Details of family members</u>	
<u>From</u>	<u>To</u>		<u>Relationship</u>	<u>Age</u>
<u>Onward Journey</u>				
<u>Return Journey</u>				

**ENCLOSURES:**

► Please tick(√) the box(□) whichever is applicable.

Copy of Posting/Movement Order No. \_\_\_\_\_ dated \_\_\_\_\_.

Copy of leave application duly sanctioned, dated \_\_\_\_\_.

Provisional Clearance/NAC from CAO.E-1, in case of permanent posting/to bring family from old duty station.

Certificate under TR 181/182 for Form D/Form G.

Certificate under TR177A/177B for Railway Warrants.

Signature \_\_\_\_\_

Rank & Name \_\_\_\_\_

Office Seal \_\_\_\_\_

**Date:** \_\_\_\_\_

**AUTHORISATION FOR COLLECTION OF RAILWAY FORMS**

I hereby authorize Shri/Smt. \_\_\_\_\_ to collect my above Railway Form on my behalf whose specimen signatures are appended below.

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Rank & Name \_\_\_\_\_

**COUNTER SIGNED**

**Signature:** \_\_\_\_\_

**Rank & Name** \_\_\_\_\_

Time for submission and issue of Railway forms are strictly between **11A.M to 12 AM & 3 PM to 4 PM**

**P.T.O.**

1. **CERTIFICATE FOR ISSUE OF RAILWAY WARRANT UNDER TR 177A**

(for officer, family and dependents from duty station to home town and back only, once in a block of two years)

**Certified that: -**

- (a) My hometown, as recorded in service document, is \_\_\_\_\_
- (b) The nearest Railway station to my hometown is \_\_\_\_\_
- (c) I shall be availing free Railway warrant under **TR 177A** for the first time in the block year \_\_\_\_\_
- (d) I have not availed any free warrant or leave travel concession during the current calendar year under **TR 177B** in respect of self/spouse/family members.
- (e) My parents/minor brothers/sisters as indicated in the application are wholly dependent & residing with me and their monthly income does not exceed Rs.1500/-.

Date: \_\_\_\_\_

Signature \_\_\_\_\_  
Rank & Name \_\_\_\_\_

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2. **CERTIFICATE FOR LEAVE TRAVEL CONCESSION UNDER TR 177B**

**(For any place in India within 1450 KM)**

**Certified that: -**

- (a) I have not availed any **LEAVE TRAVEL CONCESSION** during the current calendar year in respect of self/spouse/family members.

**Note: ONLY OFFICERS ARE ENTITLED TO GET FREE RAILWAY WARRANT.**

Date: \_\_\_\_\_

Signature \_\_\_\_\_  
Rank & Name \_\_\_\_\_

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3. **CERTIFICATE FOR AIR CREW WARRANT UNDER TR 180**

**(For army aviation officers, for a total distance of 1600 KM)**

**Certificate that** I have not availed aircrew warrant during this calendar year.

Date: \_\_\_\_\_

Signature \_\_\_\_\_  
Rank & Name \_\_\_\_\_

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4. **CERTIFICATE FOR ISSUE OF FORM D/ FORM G UNDER TR 181/182**

**Certified that (i)** I have already availed \_\_\_ (Nos) Form D/ Form G during this calendar year.  
**(ii)** My parents/minor brothers/sisters in respect of whom the Forms are claimed is for the first time during this calendar year and they are wholly dependent on me.

Signature \_\_\_\_\_  
Rank & Name \_\_\_\_\_

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**GENERAL GUIDELINES FOR AVAILING RAILWAY WARRANTS, FORM 'D', ETC. FROM CAO/FMG SECTION.**

1. Please tick (✓) the relevant box (□) whichever is applicable.
2. Fill up and sign only the relevant certificate on page 2 of the application form.
3. Mention the exact name of railway station(s) instead of name of city/town.
4. In case the warrant/Form 'D'/Form 'G' etc. is to be collected by representative, the officer should authorise him/her by signing the authorisation column in the application form. Only SLIC Identity Card holders should be authorised to collect warrants/railway concessional forms 'D', 'G', etc.
5. Time for submission and issue of Railway forms are strictly from 11A.M to 12 Noon and 3 PM to 4 PM.
6. If the Officer is availing warrant or Form 'D' for himself, copy of leave application duly sanctioned must be attached with the application form.
7. While going on Temporary Duty, ink signed copy of Movement order must be furnished with the Application form.
8. On Permanent Posting, Provisional clearance from CAO/E-1 is to be attached with the application form along with the ink signed copy of Movement order.
9. To bring family from old duty station, Non Availability Certificate (NAC) from CAO/E-1 is to be attached with the application form.
10. No Form 'D'/Warrant will be issued for journeys during weekend/closed holidays unless these are combined with or covered by leave duly sanctioned.
11. The Officer is supposed to keep the record and number of Form 'D's and warrants. No request in this regard will be entertained and no Cancellation letter will be accepted without the number of warrant and Form 'D'.
12. Warrant/Form 'D' will be accepted for cancellation only after expiry of Validity date. Form 'D' will be valid for 60 days from the date of issue.
13. Before getting the ticket booked, the reservation status/availability of seat in train may kindly be confirmed from Railway Enquiry (Tel.No.131, 1335 or 125050) or from website of Indian Railways ([www.indianrail.gov.in](http://www.indianrail.gov.in)) to avoid cancellation of ticket later on.
14. Cancellation of Warrants/Form 'D's by post will only be entertained if the following conditions are fulfilled: -
  - (a) Original TDR should be enclosed in case of free Warrant.
  - (b) Original cancelled ticket should be enclosed in case of Form 'D'.
  - (c) Cancellation receipt for Warrants/Form 'D' etc. will be obtained from CAO/FMG immediately upon cancellation to avoid dispute at a later stage.