

**AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT FOR SEEKING PERMISSION  
FOR FOREIGN TRAVEL (OTHER THAN OFFICIAL VISIT/ TRAINING)**

1. That the deponent is presently posted as..... (designation) at ..... and the date of joining in service is .....
2. That no departmental enquiry is pending against him/her.
3. That deponent is going to visit..... (name of place ) for the period from ..... to ..... (tentative date) to attend ..... (Name of event/ purpose).
4. That the deponent has neither been convicted nor any case pending in any civil/ criminal court.
5. That the deponent will resume duty on completion of sanctioned leave period.
6. That the deponent will not join any service/ assignment or business during visit abroad.
7. That there will no financial burden upon this University or Government for the deponent's above mentioned journey.
8. That the deponent has sufficient fund available with him out of the savings to meet expenses of travelling by air and other expenses.
9. That the deponent will not disclose any secrecy of the department/University/Government.
10. That the deponent will abide by the rules and directions of the Government/University during the leave period.
11. The valid passport No. of the deponent is .....(copy of passport attached).
12. The address of stay of the deponent during foreign visit would be..... (at place with duration).
13. I will not request for grant of extension of leave, while abroad beyond the period of leave initially sanctioned to me and I also understand that such request shall ordinarily not be entertained and the grant of extension, if any, will depend on the exigencies of work in public interest.

Date:

Signature of Deponent