

CENTRAL TOBACCO RESEARCH INSTITUTE
(Indian Council of Agricultural Research)
RAJAHMUNDRY - 533 105.

APPLICATION FOR ADVANCE FROM GENERAL PROVIDENT FUND

1. Name of the subscriber :
2. GPF Account No. :
3. Designation :
4. Basic pay :
- 4 (a) Date of superannuation :
5. Balance at credit of the subscriber on the date of application as below :
 - i) Closing balance as per statement for the year _____
 - ii) Credits from _____ to _____
Subscription
 - iii) Refund of Advance/ Advances
 - iv) Withdrawals during the period from _____ to _____
 - v) Net Balance at credit
6. Amount of Advance/ Advances outstanding :

Amount of advance taken
and date of sanction

1. _____
2. _____

Balance outstanding
as on date

1. _____
2. _____

7. Amount of advance required :
8. a) Purpose for which the advance is required :
- b) Rules under which request is covered :
- c) If advance is sought for House Building etc. following information may be given :
 - i) Location and measurement of the plot :
 - ii) Whether the plot is freehold or on lease. :
 - iii) Plan for construction :
 - iv) If the flat or plot being purchased is from a H.B.Society, the name of the society, the location and measurements etc. :
 - v) Cost of construction :

- vi) If the purchase of the flat is from DDA or any Housing Board, etc. the location dimension etc. may be given :
- d) If advance is required for education of children following details may be given_ :

 - i) Name of the son/ daughter :
 - ii) Class & Institution/College where studying :
 - iii) Whether a day scholar or a hostler :

- e) If advance is required for treatment of ailing family members, following details may be given :

 - i) Name of the patient and relationship :
 - ii) Name of the Hospital/ Dispensary/ Doctor where the patient as under going treatment. :
 - iii) Whether out door/indoor :
 - iv) Whether reimbursement available or not :

Note : In case of advance under 8 (c) to 8 (e) no certificate of documentary evidence would be required

- 9 Amount of the consolidate advance (item 6 & 7) and number of the monthly instalments in which the Rs. _____ consolidated advance is proposed to be repaid in _____ instalments :
- 10 Full particulars of the pecuniary circumstances of the subscriber justifying the application for the temporary withdrawal :

I certify that particulars given above are correct and complete to the best of my knowledge and belief and that nothing has been concealed by me.

DATE:

SIGNATURE OF APPLICANT

Name:
Designation:
Section/Division:

Recommendations of the Divn. /Section Head: