

SHIVAJI COLLEGE (UNIVERSITY OF DELHI)
RING ROAD, RAJA GARDEN, DELHI- 110027

APPLICATION FOR ADVANCE FROM .PROVIDENT..FUND....

1. Name of the Subscriber :
2. Account No. :
3. Designation :
4. Pay :
5. Balance at credit of the subscriber on the : date of application as below
 - i) Closing balance as per the statement for the year :
 - ii) Credit from to
 - iii) Refund of advance
 - iv) Withdrawals during the period from: to
 - v) Net balance at credit
6. Amount of advance/advance outstanding :
 - i) Amount of advance taken on date of sanction
 - ii) Balance outstanding as on date
7. Amount of advance required :
8. a) Purpose for which the advance is required :
 - b) Rules under which the 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 plot is free hold or on lease :
 - iii) Plot for construction :
 - iv) If the flat or plot being purchased from HB society, the location and measurement etc.
:
 - v) Cost of construction :
 - vi) If the purchase of 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 and Institution/College where studying:
 - iii) Whether a day scholar of a hostler:

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

i) Name of the patient/relationship :

ii) Name of the Hospital/Dispensary/Doctor where the patient is undergoing treatment :

iii) Whether outdoor/indoor patient

iv) Whether reimbursement available or not:

f) If advance is required for booking of Car/ Scooter etc. the date of appointment :

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

9. Amount of the consolidated advance (item 6 and 7) and number of monthly installments in which the Rs. consolidated advance is proposed to be paid in Rs.

10. Full particulars of the pecuniary circumstances of the subscriber, justify the application for the

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

Signature of the Applicant

Name :-

Designation :-

Section :-

Date:

Encl. :- Declaration & undertaking

(FOR OFFICE USE ONLY)

I certify that I have verified the above particulars and have read out the content of the declaration & undertaking of Shri/.Smt. _____ and he / she has signed / thumb impressed before me.

Employer signature _____

Establishment seal & date
Name & Designation of Employer

Declaration & undertaking

- (1) I.....s/o,d/o,w/o.....
do hereby solemnly declare that the information furnished above are true to the best of my knowledge and the above mentioned *(dwelling site of dwelling house / flat or house under construction) is free from all encumbrances. I also declare that I am not purchasing a share in joint property or constructing a house on a site owned jointly except with the spouse. I undertake that the *house / site / flat is registered / will be registered in my name / my spouse (name)_____ (give name of *wife / husband) / or jointly in the name of my spouse_____ (give name) and myself.
- (2) I hereby undertake to submit a copy of Registered* deed /allotment letter / Possession memo / construction completion certificate immediately on receipt / completion or within one year whichever is earlier.
- (3) I also undertake to produce the above documents whenever demanded by the sanctioning authority for future verification.
- (4) I understand that as per the provision of General Provident Fund Rules, I am liable to refund the entire amount of withdrawal in lump sum with penal interest in case the amount is used for any purpose other than the purpose stated in the application. I authorize the Sanction Authority to recover the amount sanctioned in lump sum payment and/or from my Salary in case I fail to produce copy of the registered purchase * deed / completion certificate within *six months / twelve months after the withdrawal of the amount, as the case may be.

Date:

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(Signature of Subscriber with name thereunder)

Present address:

*strick out in-applicable words/phrases