

LALA LAJPAT RAI UNIVERSITY OF VETERINARY & ANIMAL SCIENCES,
(LUVAS), HISAR

APPLICATION FORM FOR THE REFUNDABLE ADVANCE OUT OF GPF/CPF

- 1- Name of the Subscriber : _____
(In capital letters)
- 2- Designation & Office/Deptt. in which : _____
Working
- 3- a) GPF Account No. : _____
b) CPF Account No. : _____
- 4- Pay (Basic Pay+ Grade Pay +NPA if any) : _____
- 5- Date of appointment : _____
- 6- Amount of advance required : _____
(In words also)
- 7- Purpose of advance (give documentary : _____
Proof, if required as per rules/standing
Instructions)
- 8- Name of Children (If the advance is : _____
needed for celebration of obligatory
Ceremonies of any child/children)
- 9- Date of Ceremony : _____
- 10- In case of Conveyance advance
a) Has agreement deed of quotation : _____
been attached?
b) What is the entitlement for type of : _____
Conveyance?
- 11- Clause of GPF/CPF under which : _____
applied for

12- Certified that:

- i) The amount will be spent on the purpose for which it is being drawn and if not so spent will be refunded forthwith alongwith loss of interest.
- ii) The ceremony is obligatory as per my family customary usages.

Dated: _____

(Signature of the Applicant)

Mobile No. _____

(For use in the Department _____)

- 1- Has a period of twelve complete months:
passed since the repayment of the
previous advance(s) alongwith loss
of interest. If not, please indicate if any
recovery of any advance is outstanding.
- 2- If the reply to second alternative of item
No. 1 above is in the affirmative, give the following information.

- (i) Months in which the last Advance(s) was/were drawn and the purpose(s) for which the advance(s) was/were taken : _____
- (ii) Amount of last advance(s) : _____
- (iii) No. of instalments in which the Advance(s) was/were repayable. : _____
- (iv) Balance including loss of interest yet to be repaid. : _____
- 3- (a) Is it special sanction? : _____
 (b) If so, what is the justification? : _____
- 4- Clause of GPF/CPF under which advance sanctioned. : _____
- 5- Has the latest list of family members with due date of birth been passed in the service book ? : _____
- 6- Certified that:
 (i) The applicant's pecuniary circumstances justify the advance.
 (ii) The details given by the applicant have been verified.
- 7- Cheque/R.T.G.S./N.E.F.T. details:-
 (a) Name of Beneficiary : _____
 (b) Account No. : _____
 (c) IFS Code : _____
- (Please attach copy of Bank Passbook/cancelled cheque)

Signature indicating the designation of the sanctioning authority

Deptt: _____

Dated: _____

(For use in Comptroller's Office)

- (i) The amount standing at the credit of the applicant in his Account No. _____ is Rs. _____.
- (ii) Amount of advance admissible Rs. _____ (In words Rs. _____) and the Advance is admissible 50%/75% of balance in his/her credit or 3/6 month basic pay or actual price or Rs. _____ whichever is less).
- (iii) Prescribed conditions have been fulfilled and request is covered under clause no. _____.
- (iv) The Comptroller may kindly give concurrence to the advance of Rs. _____ (In words Rs. _____) to Dr./Sh./Smt. _____ which together with interest of Rs. _____ will be recovered in equal monthly instalments of Rs. _____ each per month in _____ instalments.
- (v) Cheque/R.T.G.S in favour of _____

Dealing Hand

Assistant Registrar

Comptroller

