

APPLICATION FORM
(To be filled by the applicant)

GENERAL

- 1 Name (IN BLOCK LETTERS) :
- 2 Post held, Permanent /Temporary/Officiating :
- 3 In Ministry/ Office :
- 4 Length of service on the date of application :
- 5 (i) Present pay as defined in Rule 4 (b) and :
- (ii) scale of pay :
- 6 Date of Superannuation :
- 7 Amount of Provident fund / Any other advance/ Final withdrawal taken for purchase of Land/ Construction (An attested copy of the sanction to be enclosed). :

PARTICULARS RELATING TO ADVANCE

*8 If advance is needed for purchase of a plot and/or for construction of a new house, please give the following information :-

A. Plot

Location with address	Rural/ Urban	Is it clearly demarcated & developed	Approximate area in Sq.Fts..	(a) Cost (b) Amount actually paid	If not purchased, when proposed to be required.	Unexpired portion of lease if not free hold.

B. Construction

Floor-wise area to be constructed (in Sq.Fts.)	Estimated Cost	Amount of advance required (for land/ construction/both)	No. of installments for repayments

*9. If advance is required for enlarging the existing house, please state:

Location with address	Plinth area in sq.mtrs.	Plinth area proposed for enlargement, in sq.mtrs.	Cost of construction/ acquisition of existing house	Cost of proposed enlargement	Total plinth area (2+3)	Total cost (4+5)	Amount of advance required	No. of installments for repayment.
1	2	3	4	5	6	7	8	9

NOTE : If the enlargement is proposed on any floor other than ground floor, a certificate from the approved Engineer to the effect that foundations of the existing structure can be safely take the load of the proposed enlargements should be enclosed.

*10 If advance is required for purchasing a ready-built house/flat, please state:

Location with address	Plinth area	When constructed	Price settled	The agency from whom to be purchased	(a) Amt. already paid. (b) Amt. to be paid	Amount of advance required	No. of installments for repayment.

MISCELLANEOUS

*11 If you or any dependent member of your family already own(s) a house, please state :-

Location with address	Plinth area (Floor-wise)	Present fair market value Rs.	Reasons for acquiring another house or enlarging the existing house.

12 Have you enclosed

- (a) the relevant construction plan approved by the Municipal authority concerned and :
- (b) detailed construction estimate based on Central/State PWD schedule, prevailing in the area corrected as per relevant cost of index duly signed by a qualified Engineer. :

DECLARATION

1 I solemnly declare that the information furnished by me in reply to various items indicated above is true to the best of my knowledge and belief.

2 I have read the rules regulating the grant of advances to Central Government Servants for purchase of land and purchase/construction of building, etc., and agree to abide by the terms and conditions stipulated therein.

3 I certify that-*

(i) my wife/husband is not a central Government servant, my wife/husband who is a Central Government servant, has not applied for and/or obtained an advance under these rules.

(ii) neither I nor my wife/husband /minor child has applied for and/or obtained any loan or advance for acquisition of a house in the past from any Government source (i.e.Ministry of Rehabilitation or under any Central or state Housing Scheme .)

(iii) the construction of the house for which the advance has been applied for, has not yet been commenced.

Station :

Signature of the Applicant.

Date :

Designation :

Office :

(*)Strike out the alternative(s) not applicable.