

**ICAR Research Complex for NEH Region, Umroi Road,
Umiam, Barapani Shillong, Meghalaya – 793103**

APPLICATION FOR ADVANCE FROM “GENERAL PROVIDENT FUND”

1. Name of the Subscriber :
2. Account Number (with Departmental suffix) :
3. Designation :
4. Pay :
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 on account of monthly subscription
 - iii) Refunds :
 - iv) Withdrawals during the period from to
 - v) Net Balance at Credit :
6. Amount of advance outstanding, if any and the purpose for which Advance was taken by them
Amount of advance taken Rs. Balance outstanding as on
7. Amount of advance required :
8. (a) Purpose for which the advance is required :
(b) Rule 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 lease :
 - iii. Plan for construction :
 - iv. If the flat or plot being purchase from a H.B.Society, name of the Society, the location & measurements etc. :
 - v. Cost of construction :
 - vi. If the purpose of flats is from DDA or any H.B., etc., the location, dimension etc., may be given :
- (d) If advance is required for education of children following details may 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 & 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 :

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

- 9. Amount of the consolidated advance (item 6 & 7) and number of the monthly installments in which the consolidated advance is proposed to be repaid } Rs. in } installments }
- 10. Full particulars of the peculiar circumstances of the subscriber, justifying the application for the temporary withdrawal.

I certify that the particulars given 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
ICAR Research Complex for NEH
Region, Umroi Road, Umaim, Barapani,
Shillong Meghalay - 793103

Date: