

**Performa for application for advance from Provident Funds
Application for Advance from G.P.F.**

1.	Name of the Subscriber	
2.	Account Number	
3.	Designation	
4.	Pay	Rs.
5.	Balance at Credit of the subscriber on the date of application as below:-	
	i	Closing balance as per statement for the year_____ Rs
	ii	Credit from _____to_____on account of monthly subscription. Rs
	iii	Refunds Rs
	iv	Withdrawals during the period from _____to_____ Rs
	v	Net balance at credit Rs
6.	Amount of advance/outstanding, if any, and the	
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 & measurement of the plot
	ii	Whether 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 Society, the location & 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 & 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 is undergoing treatment.	
	iii	Whether outdoor / indoor patient	
	iv	Whether reimbursement available or not	
9	Amount of the consolidated advance (Items 6 and 7) and number of monthly installments in which the consolidated advance is proposed to be repaid.		Rs. _____ in _____ Installments.
10	Full Particulars of pecuniary circumstances of the subscriber, justifying the application for the advance		

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

Date:-

Signature of the Applicant

Name _____

Designation _____

Section / Branch _____

Note:- In case of advance under 8 © to 8 (e), no certificate or documentary evidence would be required.