

P.F.3

PROFORMA FOR APPLICATION OF ADVANCE FROM
PROVIDENT FUND
(REFUNDABALE)

DEPARTMENT OF _____ /OFFICE

APPLICATION FOR ADVANCE FROM

(Here enter the name of Fund

1. Name of the subscriber _____
2. Account Number(with Department suffix) _____
3. Designation _____
4. Pay _____
5. Balance at the credit of the subscriber on the date of application as below:-
 - (i) Closing balance as per Statement for the year 200 _____ Rs. _____
 - (ii) Credit from _____ to _____ @Rs. P.M. _____ Rs. _____
 - (iii) Recovery of R/A From _____ to _____ Rs. _____
 - (iv) REFUNDS _____ Rs. _____
 - (v) Withdrawals during the period _____ to _____ Rs. _____
 - (v) NET BALANCE AT CREDIT Rs. _____
6. Amount of advance/outstanding if any and the purpose for which advance was taken then. _____ Rs. _____
7. AMOUNT OF ADVANCE
 - a. REQUIRED _____ Rs. _____
8. (a) Purpose for which the advance required. _____ Rs. _____
(b) Rules under which the request is covered. _____
9. Amount of the consolidated advance(item 6&7)and number of monthly installments in which the consolidated advance is proposed to be repaid. _____

FULL PARTICULARS OF THE PECUNIARY CIRCUMSTANCES OF THE SUBSCRIBER, JUSTIFYING THE APPLICATION FOR THE ADVANCE.

Signature of the applicant

Name & No. _____
Father's Name _____
Designation _____
Place of Posting _____

U/C Unit forwarded in original to
Accounts Branch for further necessary action.