

## APPLICATION FORM FOR GENERAL PROVIDENT FUND ADVANCE

1. Name and Designation :
2. G.P.F Account No :
3. Balance as per A/C slip :
4. Subsequent deposit :
5. Refund :
6. Total :
7. Subsequent Withdrawals :
8. Credit balance as on the  
Date of sanction :
9. Half of the balance :
10. Three month pay :
11. Amount applied for :
12. Amount admissible under rule :
13. Balance outstanding :
14. Amount sanctioned :
15. Amount consolidated advance :
16. No. of instalments :
17. Purpose :
18. Rules :

Amount at Sl. No. 14 may please be sanctioned as special case

Sr.Ar/Ar.

S.O/Admn

Sr.AO/Admn

DAG

**PROFORMA FOR SANCTION OF ADVANCE FROM PROVIDENT FUND**

OFFICE ORDER NO

Dated :

Sanction of the AG/DAG is hereby accorded order rule.....

Of GPF for the grant of and advance of Rs.....Shri/Smt/Kum .....his/  
GPF/CPF Account No.....

Purpose.....

2. The Advance will be recovered in ..... Monthly installments of Rs.....  
each commencing from the salary for the month of .....Payable in .....

3. A sum of Rs .....(Rupees.....)only Out of  
advance of Rs..... sanctioned in..... and paid to him Her in  
..... Outstanding till the commencement of the recovery of The consolidated  
amount as specifying below. The amount together with the Advance now sanctioned amounting  
to Rs .....will be recovered in..... Monthly installment of Rs.....each  
commencing from the salary for the Month of .....payable in .....

The balance at the credit of Shri/Smt./Kum.....  
As on is details below:

- |   |          |
|---|----------|
| i. Balance as per account slip for the year                             | Rs ..... |
| ii. Subsequent deposits and refunds of<br>Advance at the rate p.m. from | Rs ..... |
| iii. Total of Col(i)and (ii)  | Rs ..... |
| iv. Subsequent withdrawals, if any                                      | Rs. .... |
| v. Balance as on date of sanction col (iii)<br>and (iv) .....           | Rs. .... |

Memo No. Admn(Au)/

1. PAO/Local
2. Bill Seat (Pat Bill Unit)
3. Office copy

**Sr. Audit Officer/Admn(Au)**