

PROFORMA FOR APPLLLICATION FOR ADVANCE FROM PROVIDENT FUND

Rajkumari Amrit Kaur  
College of Nursing,  
Lajpat Nagar, N.D-24.

Application for Advance from \_\_\_\_\_

1. Name of the Subscriber : \_\_\_\_\_

2. Account Numbers : \_\_\_\_\_

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 \_\_\_\_\_ Rs. \_\_\_\_\_

ii) Credit from \_\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_ on account of  
monthly subscription \_\_\_\_\_ Rs. \_\_\_\_\_

iii) Refunds \_\_\_\_\_ Rs. \_\_\_\_\_

iv) Withdrawal during the period  
from \_\_\_\_\_ to \_\_\_\_\_ Rs. \_\_\_\_\_

v) Net balance at credit \_\_\_\_\_ Rs. \_\_\_\_\_

6. Amount of advance/outstanding, if any,  
and the purpose for which advance was  
taken by them :

Amount of advance taken \_\_\_\_\_ Balance outstanding  
Rs. \_\_\_\_\_ as on date  
Rs. \_\_\_\_\_

7. Amount of advance required \_\_\_\_\_ Rs. \_\_\_\_\_

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 and 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 H.B Society, the name of the society, the location and measurements, etc.
  - v) Cost of construction :
  - vi) If the purchase of flat is from DDA or Housing Board 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 and 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 :

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

9. Amount of the consolidated advance (items 6 to 7) and number of monthly instalments in which the consolidated advance is proposed to be repaid Rs. \_\_\_\_\_
10. Full particulars of the pecuniary circumstances of the subscriber, justifying the application for the advance.

I certify that 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 \_\_\_\_\_  
 Section/Branch \_\_\_\_\_

Dated :  
 II.A.84