

APPLICATION FOR SCOOTER/MOPED ADVANCE

1. Name (In Block letters) :
2. Designation :
3. Department :
4. Office & Station :
5. Rate of Pay & Bill Unit :
6. Grade & GP :
7. P.F. No. :
8. Permanent or Temporary :
9. Date of Appointment :
10. Date of Birth :
11. Date of Retirement :
12. Whether provided with Rly. Qrs. :
13. Rly. Qrs. No. & Location :
14. Distance between Residence/
Rly. Qrs. & Office :
15. Amount required :
16. Whether applications were submitted
in the past for the advance and if so,
what results :
17. Are you in possession of residential
card pass, If so, give particulars :
18. If you are applying 2nd advance
give reasons :
19. Whether advance for similar purchase
was obtained previously, if so :

Contd. 2

:: 2 ::

- a) Date of drawal of the advance :
- b) The amount of advance :
- 20. Whether the intention is to purchase a new/old Scooter/Moped :
- 21. Name of the Bank, Account No. & Place :

I solemnly declare that, the details given above is true to my knowledge and I am aware that any incorrect statement made above amounts to misconduct or liable for punishment under D & A rules.

I also undertake to produce within a month from the date of receipt of this advance, stamped and signed receipt form the vendor, failing which the amount of advance may be recovered as per rules without warning.

Date :

Signature of the applicant

Place :

The particulars furnished above are verified and found correct. Forwarded to DRM (P)/NED for further action.

Signature of the Immediate Supervisor

Office Stamp:

Station:

Date:

APPLICATION FOR CYCLE ADVANCE

1. Name (In Block letters) :
2. Designation & P.F.No. :
3. Department & Bill Unit No. :
4. Office & Station :
5. Rate of Pay :
6. Grade :
7. Staff/T. No. :
8. Permanent or Temporary :
9. Date of Appointment :
10. Date of Birth :
11. Date of Retirement :
12. Whether provided with Rly. Qrs. :
13. Rly. Qrs. No. & Location :
14. Distance between Residence/
Rly. Qrs & Office :
15. Amount required :
16. Whether applications were submitted
in the past for the advance and if so,
what results :
17. Are you in possession of residential
card pass, If so, give particulars :
18. If you are applying 2nd advance
give reasons :
19. Whether advance for similar purchase
was obtained previously, if so

Contd. 2

:: 2 ::

a) Date of drawal of the advance :

b) The amount of advance :

20. Whether the intention is to purchase
a new/old Cycle :

I solemnly declare that, the details given above is true to my knowledge and I am aware that any incorrect statement made above amounts to misconduct or liable for punishment under D & A rules.

I also undertake to produce within a month from the date of receipt of this advance, stamped and signed receipt form the vendor, failing which the amount of advance may be recovered as per rules without warning.

Date :

Signature of the applicant

Place :

The particulars furnished above are verified and found correct. Forwarded to DRM (P)/NED for further action.

Signature of the Immediate Supervisor

Office Stamp:

Station:

Date:

APPLICATION FOR PERSONAL COMPUTER ADVANCE

1. Name (In Block letters) :
2. Designation & P.F.No. :
3. Department & Bill Unit No:
4. Office & Station :
5. Rate of Pay :
6. Grade :
7. Staff/T. No. :
8. Permanent or Temporary:
9. Date of Appointment :
10. Date of Birth :
11. Date of Retirement :
12. Whether provided with Rly. Qrs. :
13. Rly. Qrs. No. & Location :
14. Distance between Residence/
Rly. Qrs & Office :
15. Amount required :
16. Whether applications were submitted
in the past for the advance and if so,
what results :
17. Are you in possession of residential
card pass, If so, give particulars :
18. If you are applying 2nd advance
give reasons :
19. Whether advance for similar purchase
was obtained previously, if so

Contd. 2

:: 2 ::

a) Date of drawal of the advance :

b) The amount of advance :

20. Whether the intention is to purchase
a new/old Computer :

21. Name of the Bank, Account No. & Place:

I solemnly declare that, the details given above is true to my knowledge and I am aware that any incorrect statement made above amounts to misconduct or liable for punishment under D & A rules.

I also undertake to produce within a month from the date of receipt of this advance, stamped and signed receipt form the vendor, failing which the amount of advance may be recovered as per rules without warning.

Date :

Signature of the applicant

Place :

The particulars furnished above are verified and found correct. Forwarded to DRM (P)/NED for further action.

Signature of the Immediate Supervisor

Office Stamp:

Station:

Date:
