

**CENTRAL PLANTATION CROPS RESEARCH INSTITUTE**  
**(Indian Council of Agricultural Research)**  
**Kasaragod – 671 124, KERALA**

**APPLICATION FOR ADVANCE FROM G.P. FUND**

1. Name of the Subscriber :
2. Account No. :
3. Designation :
4. Pay :
5. Balance at credit of the subscriber on the :  
date of application as below
  - i) Closing balance as per the statement for the year :
  - ii) Credit from ..... to .....
  - iii) Refund of advance
  - iv) Withdrawals during the period from .....:  
to .....
  - v) Net balance at credit
6. Amount of advance/advance outstanding :
  - i) Amount of advance taken on date of sanction
  - ii) Balance outstanding as on date
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 HBA etc. following information may be given
    - i) Location and measurement of the plot:
    - ii) Whether plot is free hold or on lease :
    - iii) Plot for construction :
    - iv) If the flat or plot being purchased from HB society,  
the location and 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 and Institution/College where studying:
    - iii) Whether a day scholar of a hostler :

: 2 :

e) If advance is required for treatment of child, family members, following details may be given :

- i) Name of the patient/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:

f) If advance is required for booking of Car/ Scooter etc. the date of appointment :

NOTE: In case of advance under B (c) B (a), no certificate documentary evidence would be required

9. Amount of the consolidated advance (item 6 and 7) and number of monthly installments in which the Rs. .... consolidated advance is proposed to be paid in Rs. ....

10. Full particulars of the pecuniary circumstances of the subscriber, justify the application for the temporary withdrawal.

I certify that the particulars give above 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

Designation

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**(FOR OFFICE USE ONLY)**

- 1. Half of the amount standing to his credit : Rs.
- 2. Three month's pay : Rs.
- 3. Date of last sanction of advance and month :
- 4. Number of advance taken in :
- 5. Amount of the consolidated advance (item 6 & 7) and number of monthly instalments in which the consolidated advance is proposed to be repaid :

Director/Senio Administrative Officer may kindly sanction a Temporary advance of Rs. .... (Rupees..... only) to Dr./Shri/Smt/Kum. .... as per 12 (1) and 12 (2) of General Provident Fund (CS) Rules 1960.

Sanctioned

Director/Senior Admn. Officer