

M.P. POWER TRANSMISSION COMPANY LTD.

DEPTT.

EMP.No.

1. Application for Grant of Advance From Provident Fund
(To be submitted in quadruplicate)
 - a. Name of the Subscriber and Designation :
 - b. Class of employees (Class I, II, III or IV) :
 - c. Father's Name :
 - d. Office to which attached :
 - e. Date of appointment in the Service :
 - f. Year of retirement in the Service :
 - g. Permanent or Temporary :

2. Account No. (mention word) GPF or CPF as :
- the case of may be before the Number

3. Rate of subscription p.m. (Combined figure :
- of month/annual Regular and Additional
- GPF/CPF :

	Previous two years	Current year
	20..... -	20..... -

Period in which subscription were :

stopped (if any) during leave. Suspension :

or otherwise. :

4. Amount of advance required : Rs.

5. Purpose..... : Date of function
- Mentioned Name & relationship

6. How proposed to be refund [No.of instalments] :

7. Reference to rule under which advance has :
- been asked for

8. Pay drawn in the month prior to the month or :
- application

 - (a) Basic pay : Rs.
 - i) All Allowances e.g. D.A. etc. (Total) : Rs.
 - ii) Net pay last drawn after all deduction : Rs.

9. Particulars of advances of last three years :

Year	Month in which advance was drawn	Amount drawn (Rs.)	Total amount recovered till date from pay bills (Rs.)	Amount repaid in cash if any (Rs.)	Purpose for advance drawn	Remarks if any
20..... -						
20..... -						
20..... -						

Date

Signature of the Subscriber

Certificate to be furnished by the Subscriber in respect of Ind loan only.

(i) This to undertake that I shall be able to maintain my family from the balance amount of my emoluments which I shall get after adjustment of all the monthly recoveries including instalment of the advance now applied for.

(ii) Certificate in case of relative (other than the member of his family)

Certify that the relative on whose instance the advance is required is wholly dependent on me.

Note: Score out the certificate that is not required.

Date

Signature of Subscriber

FOR USE BY CONTROLLING OFFICER

- (1) Forwarded to the Sr. A.O./R.A.O. MPPTCL. The information furnished above has checked with the records maintained in my office.
- (2) Calculation sheet granting the advance is enclosed in duplicate.
- (3) Sanctioned & passed for payment of Rs. [Inwords] as GPF/CPF loan recoverable in instalment of Rs. each
- (4) The cheque/draft is to be drawn in favour of

FOR USE IN RAO'S OFFICE

PAID VIDE CHEQUE No..... DATE

AMOUNT

.....

RAO
M.P.T.C.L.

FOR USE IN P.F. SECTION

Payment of advance is in order, Entered in PF Ledger, Vol.....

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Remarks if any

ACCOUNTS OFFICER