FORM D

[See rules 14 & 37(1)]

FORM OF APPLICATION FOR TEMPORARY ADVANCES AGAINST DEPOSITS IN GENERAL PROVIDENT FUND (KERALA)

1. **Name and Account Number of the subscriber and the reference number of the Annual Statement received from the Accountant General, indicating Section number & Branch** :
2. **Designation and Permanent Employee Number (PEN)** :
3. **Basic pay** :
4. **Amount of advance required (both in figures and words)** :
5. **Purpose of which it is required** :
6. **Number of instalments of recovery proposed** :
7. **Date of complete repayment of the previous loan** :
8. **Details of advances pending recovery**
   - **(1) number and date of the order granting previous advance** :
   - **(2) the amount of previous advance** :
   - **(3) date of drawal of previous advance** :
   - **(4) balance outstanding** :
9. **Amount of consolidated advance [sum of items 4 and 8 (4)] and the number and amount of monthly instalments in which the consolidated advance is proposed to be repaid** :
10. **Name of treasury at which payment is desired** :
11. **I here by declare that the above statements are true and that I agree to abide by the General Provident Fund (Kerala) Rules in force. I also promise to repay the above advance in equal monthly instalments according to Rules.**

Place: **Signature of the Subscriber:**
Date:

12. **Enquiry Certificate**

Signature of Head of Department or Office

VERIFICATION REPORT

13. **Total amount at the credit of the applicant** :
14. **Amount of advance admissible** :
15. **Number of instalments of repayments** :
16. **Any other fact requiring consideration** : **Nil**

(Head of Office or Department)

FORM E

[See rules 14, 20 & 37 (1)]

STATEMENT OF DEPOSITS AND WITHDRAWALS FOR THE PERIOD AFTER THE LAST CREDIT CARD TILL THE DATE OF APPLICATION

FOR: Temporary Advance **FROM: GPF ACCOUNT**

Name of Subscriber: **G P F Account No:**

A. Deposits

Month & Year	Monthly Subscri-ption	Refund of Advance	Total Amount	Date of Encashment	Gross Amount	Net Amount	Name of Treasury
Mar-18							
Apr-18							
May-18							
Jun-18							
Jul-18							
Aug-18							
Sep-18							
Oct-18							
Nov-18							
Dec-18							
Jan-19							
Feb-19							
Mar-19							
Apr-19							
May-19							
Jun-19							
Jul-19							
Aug-19							
Sep-19							
Oct-19							
Nov-19							
Dec-19							
TOTAL							

B. Details of DA Credited to GPF since Last Credit Card

Sl. No.	No. and date of GO as per which the D.A. arrears was credited to PF	Period to which arrears related	Amount credited to GPF	Date of encash-ment of the bill	Gross amount of the bill	Net amount of the bill	Name of Treasury
1							
2							
3							
4							
TOTAL							

C. Details of withdrawals made after the Last Credit Card

Sl. No.	No. and date of sanction	Date of drawal	Amount	Name of Treasury	Nature of advance TA/NRA	Purpose
1					TA	
2					TA	
3					TA	
4					TA	
TOTAL						

If there is no withdrawal since the Last Credit Card that fact should be specifically stated in the proforma

D. Abstract

1. Total amount at credit as per last credit card for the year 2017-18

2. Total amount credited to PF account after last credit card (Total of A & B above)

3. Grand Total (items 1+2 above)

4. Total amount of advance drawn after the issunace of the last credit card (vide details furnished under C above)

5. Total amount of D.A arrears and Pay revision arrears if any not due for withdrawal as per existing Government Orders

6. Grand Total of items 4+5 above

7. Net balance at credit of the subscriber (3-6) on the date of application

Certified that the particulars furnished above have been verified with reference to pay abstract, acquittance roll, PF Pass Book and other connected records and found correct.

Signature of Drawing and Disbursing Officer /
Signature of subscriber in the case of Gazetted Officer

Place : **Name :**
Date : **Designation :**

FORM F

[See rules 14, 20 & 37 (2)]

FORM OF SANCTION FOR TEMPORARY ADVANCES FROM GENERAL PROVIDENT FUND (KERALA)

A Temporary advance from the General Provident Fund (Kerala) as particularised below is sanctioned by the undersigned under the rule regulating that Fund

1.	Name of subscriber	:	
2.	Designation and Permanent Employee Number (PEN)	:	
		:	
3.	Basic Pay	:	
4.	Provident Fund Account Number	:	
	(a) Reference number of the Annual Statement received from the Accountant General, Indicating Sanction Number and Branch	:	
	(b) Number and date of order granting previous temporary advance	:	
	(c) Amount of previous temporary advance	:	
	(d) Date of drawal of the previous temporary advance	:	
5.	Amount of advance	:	
6.	Object of advance	:	
7.	Rule or rules under which the advance is sanctioned	:	
8.	Balance at credit of the Subscriber on this date (as verified from the account last rendered by the Accounts Officer / Head Office / Department)	:	
9.	Balance of previous advance, if any outstanding against the subscriber	:	
10.	Date of repayment of previous advance if any	:	
11.	Special reasons for granting the advance under Rule 14	:	No other source to raise the fund
12.	Number of instalments, in which the advance is to be recovered	:	
13.	Amount of consolidated advance(item 5 and 9)	:	
14.	Amount of each such instalments	:	

(Office seal) **Signature of the Sanctioning Authority**

Name:

Designation:

(Office seal) **Signature of Drawing and Disbursing Officer**

Name:

Designation:

To

1) The Accountant General, Kerala

2) The District Treasury/Sub Treasury Officer .....

3) The Bill

4) The Subscriber concerned