APPLICATION FORM FOR AN ADVANCE FOR THE PURCHASE OF
MOTOR CAR/MOTOR CYCLE/PERSONAL COMPUTER

1. Name of Applicant:

2. Applicant's Designation:

3. District and Station:

4. Basic Pay:

5. Anticipated price of Motor car
   Motor Cycle/Personal Computer:

6. Amount of advance required:

7. Date of superannuation or retirement
   or date of expiry of contract in case of
   contract officer:

8. Number of installments in which the
   advance is desired to be repaid:

9. Whether advance for similar purpose
   was obtained previously and if so:-

   i) Date of drawal of the advance:
   ii) The amount of advance and or
       interest thereon still outstanding, if any:

10. Whether the intention is to purchase
   a) A new or an old Motor Car/Motor Cycle/
       Personal Computer:

   b) If the intention is to purchase Motor Car/
       Motor Cycle/Personal Computer from a
       person having official dealings with Govt.
       servant, whether previous sanction of
       competent authority has been obtained as
       required under rule 18(3) of Central Civil
       services (conduct )Rules, 1964:
11. Whether the officer is on Leave or is about to, proceed on leave:
   a) The date of commencement of leave:
   b) The date of expiry of leave:

12. Are any negotiations or preliminary enquiries being made so that delivery of Motor Car/Motor Cycle/Personal Computer may be taken within one month from the date of drawal of the advance?

13.a) Certified that the information given above is complete and true.
   b) Certified that I have not taken delivery of the Motor Car/Motor Cycle/Personal Computer on account of which I am applying for the advance, that I shall complete negotiation for the purchase of, pay finally and take possession of the same before the expiry of one month from the date of drawal of the advance.

Date:                                      Applicant’s Signature

P .S.  **Additional Information:**

i) Whether permanent or temporary:
ii) Date of next increment:
iii) If temporary, whether surety bond from permanent Govt. Servant of equivalent or higher cadre has been enclosed:  Yes/No