

TURN WISE/ OUT OF TURN

APPLICATION FORM FOR THE PURCHASE OF A BUILT UP HOUSE/ CONSTRUCTION OF HOUSE/ PURCHASE OF PLOT AND CONSTRUCTION OF HOUSE/ REPAIR OF HOUSE

1. Name (in Block Letters) :-----
2. Father's Name :-----
3. Designation :-----P.F.No.-----
4. Department/ Office :-----
5. a) Date of Birth :-----

b) Date of entry into Govt. Service:-----

c) Date of compulsory retirement:-----

d) Whether permanent or temporary.

If, temporary attach surety of a permanent Govt. Employee with the surety's permanent status duly certified by his office & date of his retirement which should be later than the date of retirement of the applicant. :-----

6. Scale of Pay: :-----

7.

I. Details of Pay

- | | |
|------------------------|----------|
| a) Pay/Personal | Rs.----- |
| b) Dearness Pay | Rs.----- |
| c) Special Pay, if any | Rs.----- |
| TOTAL | Rs.----- |

II. Other allowances except House Rent:-

- | | |
|----------|----------|
| a) DA | Rs.----- |
| b) A.D.A | Rs.----- |
| c) C.C.A | Rs.----- |
| TOTAL | Rs.----- |

III. Deductions:-

- | | |
|--|----------|
| a) G.P.Fund | Rs.----- |
| b) Installment account
Of Cycle/Scooter/
Car Advance | Rs.----- |
| c) Installment on account
Repair/HBL | Rs.----- |
| d) Income Tax | Rs.----- |
| e) C.D.S | Rs.----- |
| f) Others | Rs.----- |
| TOTAL | Rs.----- |

h) Treasury/ Sub Treasury

from which pay is drawn

9. Amount of advance admissible Rs.-----
- i. 110 months pay for those drawing less than Rs.-----
Subject to a maximum of Rs. 20,00,000/-
 - ii. 40 months pay for those drawing Rs.-----of above subject to
a maximum of Rs. 10,00,000/-
10. Location of the house with -----

11. Area of the House -----
12. Age of the House -----
13. Name & address of the owner -----

- 14.
- i. Price to be paid/settle/attach on attested
copy of agreement of Sale deed. Rs.-----
 - ii. Indicate the exact date by which the
Agreement of Sale Deed is valid -----
 - iii. If the price of the house is proposed to
Purchased is more than the amount of
Advance , how do you propose to pay the
Balance. Rs.-----
15. Have you satisfied yourself that the transaction would result in your acquiring an undisputed title to the house (enclose an attested copy of the letter from the seller that subject to the settlement/payment of the price he can hand over the applicant the vacant possession of the house within a period of two months from the letter).
16. Is the land on which the house stands freehold or leasehold if leasehold, whether conditions of the lease permit the land/house being mortgage to Government, attach consent of the competent authority to this effect -----

DECLARATION:-

1. I undertake to utilise the amount of advance for the purpose for which it has been applied and understand that in case of misutilise action of the advance mis-statement of facts, I will be liable to pay penal interest on the advance in addition to disciplinary action under the rules.
2. I certify that I have no plot/house in my name or in the name of any member of my family anywhere in India and have not taken any advance for the purpose of plot /construction/repair of house under any scheme in India.
3. My wife/husband/minor child is a Punjab govt. employee but has not applied for or obtained an advance under the rules.
4. I agree to pay the recovery of the balance amount, if any from my death-cum-retirement of gratuity or may any other dues.

DOCUMENTS ENCLOSED:-

1. Latest Salary Certificate.
2. Estimate for Construction/Repair/Addl. Const./Extension.

Signature of the applicant
Designation

Address:-

Forwarding from the concerned immediate superior :-