

Form 5

Pro Forma of Application for conversion of an advance into a final withdrawal

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|----|--|-----|-----|
| 1. | Name of the subscriber | ... | ... |
| 2. | Designation and office to which attached | ... | |
| 3. | Pay in Pay Band with Grade Pay | ... | ... |
| 4. | General Provident Fund (GPF)/Contributory Provident Fund (CPF) Account Number | ... | |
| 5. | Balance at credit on the date of application (amount actually subscribed by him along with interest due thereon in the case of GPF subscriber) | ... | |
| 6. | (a) Purpose for which advance taken | ... | |
| | (b) Date of payment of the advance | ... | |
| | (c) Amount of advance sanctioned | ... | |
| | (d) Amount of advance recovered | ... | ... |
| | (e) Amount of advance outstanding | ... | |
| | (f) Interest due on the amount of advance taken | ... | |
| | (g) Amount of advance to be converted into a withdrawal | ... | ... |
| 7. | Particulars of communication under which advance was sanctioned (Copy of sanction to be enclosed) | ... | ... |
| 8. | Whether any advance or final withdrawal has been drawn previously for the purpose mentioned above. If so, particulars thereof | ... | ... |
| 9. | (a) Total service, including broken periods, if any, on date of this application | | |
| | (b) The date of superannuation | ... | |

Place:
Date:

Signature of the Applicant

Part II

The above particulars have been verified to be correct.

(Signature and designation of DDO)

Part III

(To be filled by the Administrative Office)

Comments/recommendations/orders on the application for withdrawal from Provident Fund

(Signature)

Pay and Accounts Officer