

PROFORMA FOR APPLICATION FOR FESTIVAL ADVANCE

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, "UDAYAN
VIHAR", NARANGI, GUWAHATI -781 171

1. Name
2. Designation and A/C No.
3. Section where serving
4. Name, Grade and A/C No. of indemnifying Permanent Govt servant in case of temporary employee only (Indemnity Bond enclosed)
5. Present Pay Band & Grade Pay
6. If on leave, period and type of leave
7. Desired amount of advance
8. Festival for which advance desired
9. Number of instalments in which advance is to be paid (max 10 instalments)
10. Name of festival on which advance has Been taken previously
11. Whether the amount of advance has been Refunded back? If no, the balance amount of Advance

Place :

Date :

Signature of the applicant
A/C No.