

PROFORMA FOR APPLICATION OF ADVANCE FROM PROVIDENT FUND

Ministry of :

Department of :

Application for Advance from (here enter name of fund) .....

1. Name of the Subscriber

2. Account No. (with Departmental suffix)

3. Designation

4. Pay

5. Balance at credit of the subscriber on the date of application as below

(i) Closing balance as per statement for the year

(ii) Credit from \_\_\_\_\_ to \_\_\_\_\_

(iii) Refunds from \_\_\_\_\_ to \_\_\_\_\_

(iv) Withdrawals during the period  
from \_\_\_\_\_ to \_\_\_\_\_

(v) Net balance at credit

6. Amount of advance outstanding if any and the purpose for which advance was taken then

7. Amount of advance required

8. (a) Purpose for which advance required

(b) Rules under which request is covered

9. Amount of the consolidated advance (items 6 and No. of monthly instalments in which the consolidated advance is proposed to be paid)

10. Full particulars of the pecuniary circumstances of the subscriber, justifying the application for the advance

11. Temporary / Final withdrawal made during the last 5 years

Dated

Signature of the Applicant  
Designation & A/C No.