

**Form PF No. 3***(See rule 33)***Application for Advance from General Provident Fund Account**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_

1	<b>Name of the Subscriber:</b>	
2	<b>Designation:</b>	
3	<b>Account number (complete):</b>	
4	<b>Existing Pay Band/Pay Scale</b>	
5	<b>Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any</b>	
6	<b>Date of joining service :</b>	
7	<b>Date of Superannuation :</b>	
8	<b>Balance at credit of the subscriber on the date of the application as below:</b>	
	<b>(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)</b>	Rs.
	<b>(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above</b>	Rs.
	<b>(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:</b>	Rs.
	<b>(iv) Total (i) + (ii) + and (iii):</b>	Rs.
	<b>(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:</b>	Rs.
	<b>(vi) Net balance at credit:</b>	Rs.
9	<b>Amount of advance required:</b>	Rs.
10	<b>Purpose for which the advance is required:</b>	
11	<b>Date of event/ceremony</b>	
12	<b>Rule under which the advance is admissible</b>	

<b>13</b>	<b>Full details of advance/withdrawal, if any, taken previously for the same purpose:</b>						
	<b>Sr. No.</b>	<b>Purpose of advance/ withdrawal</b>	<b>Date of Drawal</b>	<b>Amount</b>	<b>Name of the office from where payment received</b>		
	1.						
	2.						
	3.						
<b>14</b>	<b>Whether full recovery has been made of the previous advance:</b>						
<b>15</b>	<b>If the reply to item 14 above is negative then give the following information:-</b>						
	<b>Sr. No.</b>	<b>Purpose of advance</b>	<b>Amount of advance</b>	<b>Month of Drawal</b>	<b>No. of Installments for recovery</b>	<b>Advance recovered</b>	<b>Balance of advance</b>
	1.						
	2.						

1. Certified that I have utilized the advance(s) taken from my General Provident Fund earlier for the purpose for which the advance(s) was/were sanctioned and I have already submitted the utilization certificate to the Head of Office as required under rule 36.
2. Certified that the person for whose ceremony/education etc. the advance has been applied for, is fully and solely dependent upon me.
3. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any advance(s) from my General Provident Fund Account for a period of two years.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
2. The subscriber is entitled to the advance being applied for under the rule **32 and 33**;

or

the subscriber is not entitled to the advance applied for and has requested for relaxation in rules on the following grounds:

(i)

(ii)

(iii)

Dated: \_\_\_\_\_

(Signature of the Head of office with Seal)

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**Form PF No. 4****(See rules – 38/39/42/43/44)**

(to be submitted in duplicate)

**Application for withdrawal from GPF Account for acquisition of a plot/flat/house and/or construction/additions/alterations of house/flat or establishing business/commercial/industrial for settlement of unemployed or dependent children.**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_.

1	<b>Name of the Subscriber:</b>	
2	<b>Designation:</b>	
3	<b>Account number (complete):</b>	
4	<b>Existing Pay Band/Pay Scale</b>	
5	<b>Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any</b>	
6	<b>Date of joining service :</b>	
7	<b>Date of Superannuation :</b>	
8	<b>Balance at credit of the subscriber on the date of the application as below:</b>	
	<b>(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)</b>	<b>Rs.</b>
	<b>(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iv) Total (i) + (ii) + and (iii):</b>	<b>Rs.</b>
	<b>(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>

	(vi) Net balance at credit:	Rs.																												
9	Amount of withdrawal required:	Rs.																												
10	<b>Purpose of withdrawal from GPF Account:</b> (i) Acquisition of a plot for house (ii) Acquisition of a built up flat (iii) Acquisition of a built up house (iv) Construction of House (v) Re-payment of loan taken from a financial institution expressly for acquiring a dwelling unit. (vi) Repair/Renovation of a house																													
11	Rule under which the withdrawal is admissible																													
12	Full details of advance/withdrawal, if any, taken previously for the same purpose:																													
		<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Purpose of advance/ withdrawal</th> <th>Sanction No. and Date</th> <th>Amount</th> <th>Name of the office from where payment is received</th> <th>Date of Drawal</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Purpose of advance/ withdrawal	Sanction No. and Date	Amount	Name of the office from where payment is received	Date of Drawal	1.						2.						3.									
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1.																														
2.																														
3.																														
13	Source of acquisition (please give details of the agency e.g. Haryana Urban Development Authority/Co-op. Housing Society/ Open market or any other source																													
14	Person in whose name the plot/ house/flat (Clear title) enclose proof of ownership/copy of allotment letter																													
15	Amount of House Building Advance taken from the Government under its Scheme, if any.																													
16	Whether withdrawal from General Provident Fund	Yes / No																												

	<b>taken earlier for this purpose?</b>	
<b>17</b>	<b>If the answer to above is 'yes', please give the details:</b> <b>(i) withdrawal taken for the same unit</b> <b>(ii) withdrawal taken for some other unit(s)</b> <b>(iii) whether the previous unit has been disposed off and the advance taken for the same deposited back in the account</b>	<b>(i)</b> <b>(ii)</b> <b>(iii)</b>
<b>18</b>	<b>If the withdrawal is being applied for a plot in the name of spouse, please indicate who is the first nominee to receive the General Provident Fund accumulations.</b>	

**Note.**— All withdrawals taken for purchase of plot, purchase of house, construction, addition and alteration, repair of house and repayment of loans taken for these purposes should be treated as same purpose.

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund Account earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under Rule 51.
2. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.

2. The subscriber is entitled to the withdrawal being applied for under the rule **38/39/42/43/44**; or

the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following grounds:

(i)

(ii)

(iii)

Dated: \_\_\_\_\_

(Signature of the Head of office with Seal)

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**Form PF No. 5***(See rule - 45)*

(to be submitted in duplicate)

**Application for withdrawal from GPF Account for Higher Education**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_.

1	Name of the Subscriber:	
2	Designation:	
3	Account number (complete):	
4	Existing Pay Band/Pay Scale	
5	Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any	
6	Date of joining service :	
7	Date of Superannuation :	
8	Balance at credit of the subscriber on the date of the application as below:	
	(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)	Rs.
	(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:	Rs.
	(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:	Rs.
	(iv) Total (i) + (ii) + and (iii):	Rs.
	(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:	Rs.
	(vi) Net balance at credit:	Rs.
9	Amount of withdrawal required:	Rs.
10	Withdrawal is being applied for higher education of:-	Son/Daughter
11	Name of the Child	

12	<b>Details of the Course of Study</b>					
13	<b>Name of the Institution</b>					
14	<b>Evidence of Admission</b>					
15	<b>Evidence of fees to be supported to justify the withdrawal</b>					
16	<b>Rule under which the withdrawal is admissible</b>					
17	<b>Has any advance/withdrawal been taken earlier for this purpose? If yes, the amount of withdrawal taken with detail:</b>					
	<b>Sr. No.</b>	<b>Name of person for whose study advance/withdrawal has been availed</b>	<b>Sanction No. and Date</b>	<b>Amount</b>	<b>Name of the office from where payment is received</b>	<b>Date of drawal</b>
	1.					
	2.					
	3.					

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under rules 51.
2. Certified that the person for whose education the advance has been applied for, is fully and solely dependent upon me.
3. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
  
2. The subscriber is entitled to the withdrawal being applied for under the rule 45; or the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following grounds:
  - (i)
  
  - (ii)
  
  - (iii)

Dated: \_\_\_\_\_

(Signature of the Head of office with Seal)

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**Form PF No. 6**

*(See rules - 46)*

(to be submitted in duplicate)

**Application for withdrawal from GPF Account for Marriage ceremony**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_

1	<b>Name of the Subscriber:</b>	
2	<b>Designation:</b>	
3	<b>Account number (complete):</b>	
4	<b>Existing Pay Band/Pay Scale</b>	
5	<b>Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any</b>	
6	<b>Date of joining service :</b>	
7	<b>Date of Superannuation :</b>	
8	<b>Balance at credit of the subscriber on the date of the application as below:</b>	
	<b>(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)</b>	<b>Rs.</b>
	<b>(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iv) Total (i) + (ii) + and (iii):</b>	<b>Rs.</b>
	<b>(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(vi) Net balance at credit:</b>	<b>Rs.</b>
9	<b>Amount of withdrawal required:</b>	<b>Rs.</b>

10	<b>Purpose for which the withdrawal is required: Marriage of Self/Son/Daughter/ dependent Sister</b>																									
11	<b>Rule under which the withdrawal is admissible</b>																									
12	<b>Date of birth of the dependent</b>																									
13	<b>Has any advance/withdrawal been taken earlier for marriage? If yes, the amount of withdrawal taken with detail:</b>																									
	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Name of person for whose marriage advance/withdrawal has been availed</th> <th>Sanction No. and Date</th> <th>Amount</th> <th>Name of the office from where payment is received</th> <th>Date of drawal</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Name of person for whose marriage advance/withdrawal has been availed	Sanction No. and Date	Amount	Name of the office from where payment is received	Date of drawal	1.						2.						3.						
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1.																										
2.																										
3.																										

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under Rules 51.
2. Certified that the person for whose marriage the advance has been applied for, is fully and solely dependent upon me.
3. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
  
2. The subscriber is entitled to the withdrawal being applied for under the rule 46; or the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following grounds:
  - (i)
  
  - (ii)
  
  - (iii)

Dated: \_\_\_\_\_

(Signature of the Head of office with Seal)

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**Form PF No. 7***(See rule 47)*

(to be submitted in duplicate)

**Application for withdrawal from GPF Account for purchase of motor vehicle**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_

1	<b>Name of the Subscriber:</b>	
2	<b>Designation:</b>	
3	<b>Account number (complete):</b>	
4	<b>Existing Pay Band/Pay Scale</b>	
5	<b>Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any</b>	
6	<b>Date of joining service :</b>	
7	<b>Date of Superannuation :</b>	
8	<b>Balance at credit of the subscriber on the date of the application as below:</b>	
	<b>(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)</b>	<b>Rs.</b>
	<b>(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iv) Total (i) + (ii) + and (iii):</b>	<b>Rs.</b>
	<b>(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(vi) Net balance at credit:</b>	<b>Rs.</b>
9	<b>Withdrawal is being applied for motor vehicle i.e. motor car, motor cycle, scooter or moped</b>	

<b>10</b>	<b>Amount of withdrawal required for purchase of vehicle:</b>	<b>Rs.</b>																								
<b>11</b>	<b>Cost of vehicle (proforma invoice to be attached)</b>																									
<b>12</b>	<b>Has any advance/withdrawal been taken earlier for this purpose? If yes, the amount of advance/withdrawal taken with detail:</b>																									
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Sr. No.</th> <th style="width: 35%;">Vehicle for which advance/withdrawal has been availed</th> <th style="width: 15%;">Sanction No. and Date</th> <th style="width: 10%;">Amount</th> <th style="width: 25%;">Name of the office from where payment is received</th> <th style="width: 10%;">Date of drawal</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">2.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">3.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Vehicle for which advance/withdrawal has been availed	Sanction No. and Date	Amount	Name of the office from where payment is received	Date of drawal	1.						2.						3.						
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1.																										
2.																										
3.																										

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under rule 51.
  
2. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
  
2. The subscriber is entitled to the withdrawal being applied for under the rule 47; or the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following grounds:
  - (i)
  
  - (ii)
  
  - (iii)

Dated: \_\_\_\_\_

(Signature of the Head of office with Seal)

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**Form PF No. 8**

*(See rules 48)*

(to be submitted in duplicate)

**Application for withdrawal upto 90% from GPF Account during the period one year before the date of retirement on superannuation without any specific purpose/reason**

Department \_\_\_\_\_

Address of Head of Office \_\_\_\_\_

1	<b>Name of the Subscriber:</b>	
2	<b>Designation:</b>	
3	<b>Account number (complete):</b>	
4	<b>Existing Pay Band/Pay Scale</b>	
5	<b>Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any</b>	
6	<b>Date of joining service :</b>	
7	<b>Date of Superannuation :</b>	
8	<b>Balance at credit of the subscriber on the date of the application as below:</b>	
	<b>(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)</b>	<b>Rs.</b>
	<b>(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(iv) Total (i) + (ii) + and (iii):</b>	<b>Rs.</b>
	<b>(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:</b>	<b>Rs.</b>
	<b>(vi) Net balance at credit:</b>	<b>Rs.</b>

<b>9</b>	<b>Amount of withdrawal required:</b>	<b>Rs.</b>
<b>10</b>	<b>Rule under which the withdrawal is admissible</b>	

Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein.

Dated \_\_\_\_\_

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Branch \_\_\_\_\_

**(Examination/Verification by the Office)**

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
2. The subscriber is entitled to the withdrawal being applied for under the rule 48; or

Dated : \_\_\_\_\_

(Signature of the Head of office with Seal)

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