

APPLICATION PROFORMA FOR LONG TERM ADVANCES

	HBA	
Type of Adv.	M-Car	
	M-Cycle	
	Cycle	

Application No: - _____ Ministry: - _____

Date: _____ Department: _____

APPLICANT PARTICULARS

Name: _____ Appointment Date: _____
Father's Name: _____ BPS / Scale: _____
Date of Birth: _____ Basic Pay: _____
Date of Retirement: _____ Temporary/Permanent _____
Designation: _____ Old NIC No: _____
New NIC No: _____ Personal No: _____

Particulars of Previous Advance

How many times He/She has Drawn Advance _____

Type of Advance Availed: _____ Amount of Outstanding: _____

Date of Drawn: _____ Any Comments: _____

Particulars of Plot for present House Building Advance

Name of Owner: _____ Category/House/Plot/Land _____

Cost: _____ Location _____

Note: - Please Attach attested copies of Ownership document, Fresh pay slip, CNIC, Forwarding letter of Department, Confirmation orders for permanent post.

CERTIFICATE

It is certified that the document upon which the house/plot is proposed to be built/purchase provided by Mr. _____

Designation _____ has been kept on record. The documents have been examined and are valid as per requirement of Para-253-A of GFR Vol-1. The application for allocation of Funds is being forwarded along with the approval of the sanctioning authority.

Signature of Applicant

(Signature with Stamp of DDO)