

**NORTHERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE :: WARANGAL.**

**FORM OF APPLICATION BY A GOVERNMENT SERVANT FOR AN ADVANCE
FOR THE PURCHASE OF A MOTORCAR**

1. Name of Applicant :
2. Designation of Applicant and office in which employed :
3. a) Whether permanent and if so the Particulars of the permanent post. :
- b) If not permanent whether he is an approved probationer and if so, the name of the post and date from which he has been declared as an approved probationer. :
- c) Total period of regular service :
- d) Date of entry into service :
4. Date of Birth :
5. Date of retirement on Superannuation :
6. Scale of pay of the present post :
7. Basic pay in the present post as defined under Fundamental Rule-9 (21) (excluding Spl.Pay) :
8. a) Amount of Gross Pay :
- b) Total amount of deductions form the paybill :
9. a) Whether advance applied for is the first one :
- b) If not
 - i) Amount of previous advance :
 - ii) No. and date of order in which such advance was sanctioned :
 - iii) Date of drawal of such advance :
 - iv) Whether any amount of such advance is outstanding repayment (Principal and interest to be shown separately). :
 - v) In case, it is fully repaid whether the clearance certificate has been obtained from the drawing Officer. :

(Contd....2)

10. a) Whether the Motorcar/Motorcycle to be purchased has been allotted by the Govt. priority quota. :
- b) If so, whether the letter of intimation of availability of vehicle from Company/Dealer has been received. :
11. a) If the Motorcar/Motorcycle is to be purchased in the Open Market, name of the agency and the place of delivery. :
- b) Are any negotiations or preliminary enquiries being made to facilitate delivery of Motorcar/Motorcycle within one month from the date of drawal of the advance. :
- c) Anticipated price of the Motorcar/Motorcycle. :
12. a) Whether the officer is not/was in Possession of a Motorcar/Motorcycle. :
13. Amount of advance applied for :
14. Number of monthly installments in which the Advance may be recovered. :

I hereby declared that the particulars furnished above are correct to the best of my knowledge and belief.

I have not taken delivery of the Motorcar/Motorcycle on account of which I apply for the advance, that I shall complete the payment for and taking possession of the Motorcar/Motorcycle before the expiry of one month from the date of drawal of the advance and that I shall insure it immediately.

Station :

Date :

Signature of Applicant