

FORM OF APPLICATION FOR TEMPORARY ADVANCE FROM THE GENERAL PROVIDENT FUND

To

The Director,
ESI (MB) Scheme, W.B.

Sir,

I have the honour to apply for an advance of Rs. (Rupees

) only from the sum at my credit in the G.P.F. I have correctly answered each and all of the questions below.

Account No. _____

Yours faithfully,

Dated _____

Signature _____

Station: _____

Designation _____

Address _____

Questions:

- 1) What was the amount at your credit on the preceding 31st March (to be supported by the account slip last furnished by the A.G.W.B., which will be returned after examination)? :
- 2) What are the reasons for which the above advance is required (If lengthy they should be stated separately)? :
- 3) What is your present pay? :
- 4)
 - a) Has any advance been previously taken? :
 - b) If so, have all advance been completely repaid? :
 - c) If so, when was the last payment of instalment made? :
 - d) If previous advance have not been completely repaid, how many more instalments are due? :
- 5) In how many instalments (including outstanding instalments) do you propose to repay the advance? :

Assistant Director (Accounts)
Dte. of ESI(MB) Scheme,W.B.