

FORM G

[See rules 20 & 37 (1)]

**APPLICATION FOR NON-REFUNDABLE WITHDRAWAL FROM THE GENERAL PROVIDENT FUND
(KERALA)**

1 Name and Designation of the subscriber and full official and residential address with PIN Code

2 Basic Pay

3 (a) Provident Fund Account Number

(b) Permanent Employee Number (PEN)

(c) Reference Number of Annual Statement received from the Accountant General indicating Section Number and Branch

4 Date of Retirement

5 Total service (in years) under Government as on this date

6 Object of the withdrawal

(a) If the withdrawal is required for meeting the expenditure in connection with the

(i) higher education of any child or dependant of the subscriber

(ii) marriage of a son or daughter or any other female relative dependant of the subscriber; is he has no daughter

(iii) illness of the subscriber or any person actually dependant on him

(iv) (a) acquisition of land or acquisition of house site

(b) acquisition of house or acquisition of ready built

(v) (a) construction of a house

(b) addition, alteration or reconstruction of house

(c) maintenance/repair or upkeep of house

(vi) purchase of car, motorcycle/scooter

(b) whether the withdrawal is required for repayment of loan

7 Amount of the withdrawal proposed (both in figures and words)

8 Name of the Treasury at which payment is desired

9 (a) Whether any non-refundable withdrawal was made by him from the fund previously for the same or different object and, if so, furnish the details thereof

(b) If any withdrawal was made as mentioned above, state whether he had submitted the utilization certificate in respect of that withdrawal to the appropriate authority within the prescribed time limit. If the certificate was not submitted within the aid period , furnish the reason therefore

DECLARATION

I, do hereby declare that the above statements furnished by me are true and that I agree to abide by the General Provident Fund (Kerala) Rules as mentioned from time to time. I do hereby further declare that I shall accept the amount as found admissible and authorized by the Accountant General (A&E), Kerala

Place Dated signature of the applicant with full official address

(To be filled by the Head of Office / department)

I recommended for sanction the withdrawal of ` (Rupees Only) by the subscriber.

CERTIFICATES

- 1 It is certified that I have verified the particulars furnished by the subscriber against columns 2, 3, 4, 5 and 9 with reference to the required records in my Office and that they are found to be correct.
- 2 It is also certified that I have caused enquiries to be made about the statement contained in the application regarding the object of the proposed withdrawal and that I am satisfied that it is bona fide.

Station Dated Signature of the Head of office/ department

VERIFICATION REPORT

- 1 Total amount at the credit of the subscriber in the Fund.
- 2 Amount admissible under the rules
- 3 Rule(s) under which the sanction permitting the withdrawal by
- 4 Any other facts which require special consideration

Head of Office/Department

Endt No Dated

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In respect of a subscriber who is Non-Gazetted, the verification report shall be furnished by the Head of Office with reference to the latest annual account slip issued by the Accountant General and the Office copies of the pay bills, etc., relating to the subsequent period.

In the case of Gazetted Officers the Head of Offices/Departments shall furnish the verification report in the application with the help of the latest annual account slip issued from the Office of the Accountant General and a certificate from the Gazetted Officer, showing subsequent deductions from his pay, and advances/withdrawals, if any, taken from his account

FORM H

[See Rule 20 & 37 (2)]

**FORM OF SANCTION FOR NON-REFUNDABLE WITHDRAWAL FROM GENERAL PROVIDENT FUND
(KERALA)**

- 1 Name of the subscriber
- 2 Designation and permanent Employee Number (PEN)
- 3 Basic Pay at the time of sanctioning the withdrawal
- 4 Provident Fund Account Number and the reference number of the annual Statement received from the Accountant General, indicating section Number and Branch
- 5 Object of the non-refundable withdrawal
- 6 (i) Particulars and amount of loan, if any taken by the subscriber for house building purposes under any housing scheme of the state Government
(ii) Particulars and amount of any other assistance received by the subscriber from other Government sources for the same purpose

[sub columns (i) & (ii) above need be filled up only if the withdrawal is sanctioned for house building or allied

- 7 Balance at credit of the subscriber on this date (as verified from the account last rendered by the Accounts officer/Head of Office/department)
- 8 Date of retirement
- 9 Total Service rendered by the subscriber on the date of application
- 10 Amount of non-refundable withdrawal
- 11 Rules and orders under which sanction is accorded
- 12 Number of instalments in which payment is to be made
- 13 Special reasons, if any, for granting the

Signature of Drawing and Disbursing Officer/Sanctioning authority
Name
Designation

(Office Seal)