

FORM – III

G P F A/C NO.....

Proforma for application for withdrawal from Provident fund

Ministry of *Defence (Finance)*

Deptt. of

- (1) Name of the Subscriber
- (2) GPF Account No.
- (3) Designation A/C No.
- (4) Pay
- (5) Date of joining serviceand date of superannuation
- (6) Balance of the subscriber on the date of application as below:
 - (i) Closing balance as per statement for the year (.....)-...
 - (ii) Credit from to
 - @ Rs-...X
 - (ii) Refund made to the fund after the closing balance vide (i) above
 - @ Rs. + = X
 - (iv) Withdrawal during the period from to
 - (v) Net balance at credit on date of application-.....
- (7) Amount of withdrawal required
- (8) (a) Purpose for which the withdrawal is required :.....
- (b) Rule under which the request is covered
- (9) Whether any withdrawal was taken for the same
purpose earlier, if so, indicate the amount and the year.
- (10) Name of the Account Officer maintaining the Provident Fund Account: *Pr. CDA (Fund) Meerut.*

Dated :

Signature

Name

Desgn.

Section

Voucher No.....

CONTINGENT BILL

Amount of Allotment Rs.....

Amount expended and for which bills have been submitted for payment Rs.....

Balance of allotment excluding the amount of this bill Rs.

Expenditure on account of Incurred by

..... During200

(i) Authority

(ii) Month account which last charge on this account was preferred.

SL. No.	Date	Details of Expenditure	Number or quantity	Amount(Rs)
			Total	
		Advance received on	Deduct	
		Net amount due (in Words) Rupees.....		

(i) certified that the above charges have been necessary incurred in the interest of the State that the rates, charged are the lowest obtainable and that all receipt for sums of Rs 25 and under except as regards payment made in the M.E.S. to contracts on running accounts have been so destroyed, defaced or mutilated that they cannot be used again, and that I have personally checked the progressive total in the bill with that in the contingent registers and found it to agree.

(ii) Certified that telegram was sent on State Service and that cash payment was unavoidable.

(iii) Certified that payment of subsistence allowance was in the interest of Service and the rejected Recruits for whom the allowances has been claimed were rejected either medically or enrolling officers.

(Note: - Under Rs..... should be written across the bill in red ink in a prominent place and above the total amount in the bill.

The amount should be the next multiple of ten rupees exceeding the amount of the bill .

Countersigned

Station

Dated

Received payment

.....

When payment is made by inclusion in Pay Bill/IRLA
 Paseede for payment for Rs
 (.....)
 by inclusion in the Pay Bill/IRLA (s)
 of

 in favour of

For the month of

.....

(For use in the D. A. Deptt.)

Last charge D.V. No..... for.....

Details of next charges For.....

(When a cheque is to be used)

Passed for (Rs.....P.....) Rupees

Paise Voucher No.

.....for payment as under:-

AG's Code No.	treasury	Name of payee	Amount of cheque	Date of cheque	Initials of Supdt. "D" section	Initial of officer I/C 'D' Section

Unit Acctt. Asst. Supdt. A.O.
A.C.D.A
 Dy.C.D.A

Auditor

Supdt.

A.O./ACDA/DCDA

PUNCHING MEDIUM

Month..... C.D.A. SectionClass of Vr.....Vr. No.

Classification Code	Receipts				Classification Code	Charged			
	Receipts		MR			Charged		M.C	
	Rs.	P	Rs	P		Rs	P	Rs	P

INSTRUCTIONS

1. All alterations must be attested ,original receipts should be invariably quoted and all prescribed certificates or documents submitted in supports of the claim.
2. The number and date of the order authorizing the expenditure should be invariably quoted, and all prescribed certificates or documents submitted in support of claim. Original receipt (translated when necessary) for all payments should be attached but if the amount is for Rs 25 or less and is not a receipt for payment made in the MES to contractor on running accounts the certificate on the previous page will suffice.
3. In contingent bills for the purchase or repair of articles of ordnance supply, and for purchase of petty supplies locally the authority for the local purchase or repair, and the station price current of the articles or of the labour and material or if be not procurable the certificate on the previous page that the rates charged are the lowest obtainable, must be signed or quoted if standing order. Local Purchase bill must also certify that any articles requiring account in equipment ledgers has been brought on charge.
4. In claim for rail fares of recruits their names and dates of enrolments should be stated.
5. Railway fare claims for men proceeding on furlough should be duly supported by I. A. F. T-1752 complete in all respect.

**PARTICULARS OF FAMILY AND DEPENDENTS OF GROUP 'C' & GROUP 'D' GOVT
SERVANTS OF DEFENCE ACCOUNTS DEPARTMENT**

1. NAME (IN BLOCK LETTERS) :
- DESIGNATION & :
- A/C NO. :
- SECTION :
2. NAME OF WIFE : Smt.
3. DATE OF BIRTH OF WIFE :
4. DATE OF MARRIAGE :
5. PARTICULARS OF CHILDREN : TOTAL NO

<i>S.N.</i>	<i>NAME</i>	<i>DATE OF BIRTH</i>	<i>SEX</i>	<i>REMARKS</i>
1.				
2				
3				

**PARTICULARS OF OTHER MEMBERS OF FAMILY WHO ARE WHOLLY DEPENDENT ON THE
EMPLOYEE**

<i>S.N.</i>	<i>NAME</i>	<i>DATE OF BIRTH</i>	<i>RELATION SHIP</i>	<i>INCOME</i>
1.				

CERTIFIED THAT THE ABOVE PARTICULARS ARE CORRECT.

SIGNATURE.