

**OFFICE OF THE ACCOUNTANT GENERAL (A & E), WEST BENGAL**  
**2, Govt. Place (West), Treasury Buildings, Kolkata-700 001**

Proforma-I Bill No. ....20.....

Name of the Subscriber :  
 (in block letters)

2. Account No. PAO / CAL / WB / AGWB /

Pay Bill No.  
 and page No.

3. Designation :

4. Pay :

5. Balance of credit of Subscriber on the date of application. Rs.....

6. Amount of advance outstanding if any and the purpose for which advance was taken then Rs ..... in ..... for ..... out of which ..... is due.

7. Amount of advance required Rs .....

8. (a) Purpose for which the advance is required .....

(b) Rules order which the request is covered .....

(c) If advance is sought for House building etc. following information may be given... ..

(i) Location and measurement of plot.....

(ii) Whether plot is free hold or lease.....

(iii) Plan for construction .....

(iv) If the flat or plot being purchased from a H. B. Society, the name of the Society, the location & measurement etc .....

(v) Cost of Construction .....

(vi) If the purchase of flat is from DD/or any Housing Board, etc, the location, dimension etc. may be given.....

(d) If advance is required for education of Children, following details may be given :

(i) Name of the Son / Daughter.....

(ii) Class & Institution / College..... where studying.

(iii) Whether a day scholar or a host for.....

(c) If advance is required for treatment of illing family members, following details may be given :

- (i) Name of the patient & relationship.....
- (ii) Name of the Hospital / Dispensary Doctor where the patient is undergoing treatment.....
- (iii) Whether Outdoor / Indoor patient.....
- (iv) Whether reimbursement available or not.....

9. Amount of the consolidated advance (item No. 6 & 7) and number and amount of monthly instalment in which the consolidated advance is proposed to be repaid Rs.....  
..... @ Rs..... into ..... instalment.

10. Full particulars of the pecuniary circumstances of the subscriber justifying the application for the temporary withdrawal.

Details of credits :

Balance upto March 200 (i) Rs.....

Subscription :

@ Rs. from to

@ Rs. from to

@ Rs. from to

@ Rs. from to

(ii) Rs.....

Recovery :

@ Rs. from to

@ Rs. from to

@ Rs. from to

@ Rs. from to

(iii) Rs.....

TOTAL : Rs.....

Less advance (s) taken, if any (—) Rs.....

Rs. ....

I certify that particulars given above are correct and completed to the best of my knowledge and belief and that nothing has been concealed by me.

Date :

Signature of Applicant\_\_\_\_\_

Section & Location of the building\_\_\_\_\_

\_\_\_\_\_

Attested and forwarded to Admn. Section

Section Officer/Accounts Officer/Asstt. Accountant General

Section\_\_\_\_\_ Date\_\_\_\_\_

No. Admn. II / GPF / D

Office Note :

Dated the\_\_\_\_\_ 200

The Sr. Deputy Accountant General (W. B.) has been pleased to sanction the advance of Rs.\_\_\_\_\_

vide his order dated \_\_\_\_\_

under Rule 12 G. P. F. (C. S.) Rule

Forwarded to the Pay & Accounts Officer

Fund Section, Treasury Buildings, Kolkata-700 001

Asstt. Accountant General (A)

Sr. Accounts Officer (Admn.)