

GURU NANAK DEV UNIVERSITY, AMRITSAR

APPLICATION FORM FOR GRANT OF ADVANCE OUT OF UNIVERSITY FUNDS FOR PURCHASE OF LAND/BUILT UP HOUSE/CONSTRUCTION OF HOUSE/ENLARGEMENT OF HOUSE FOR THE YEAR 2017-2018

EMPLOYEE CODE _____

1. Loan applied for purpose : _____

2. Name of Applicant (Block Letters) : _____

3. Father's Name : _____

4. Designation : _____

5. Branch/Department : _____

6. Basic Pay :-

(a) Gross Salary(Excluding House Rent): _____

(b) Carry Home Salary (excluding House Rent): _____

(c) Employee Code be must. _____

7. Date of joining the University on various posts:

Sr.no.	Designation	Date of joining in the cadre	Date of confirmation

8. Date of Retirement : _____

9. Detail of loan already drawn for purchase of plot or House/Construction of house/Extension of House)

Sr.no.	Loan was granted for	Amount	Date on which previous loan was sanctioned

10. Amount of loan required now : _____

11. Address at which the house is to be constructed/enlarged or where land/built up house is to be purchased : _____

12. Does the house/Plot or Land falls within the Corporation /Committee/Trust Limits etc. If so ,name of the Corporation/Municipal Committee/Trust may be mentioned : _____

13. Details of Documents attached:-

- i.
- ii.
- iii.

It is certified that :-

- a) I/my wife/husband/do/does not own any house.
- b) The above information is correct and I will abide by the instructions issued in this regard by the office from time to time I will be liable for disciplinary action in case aforesaid information is found incorrect.
- c) I am a confirmed employee of this University.
- d) My carry home salary will be more than 40% after the deduction of instalment of this loan.
- e) If I do not submit the required documents within the stipulated period, recovery may be made from my salary at enhanced rates and penal interest may be charged from me without giving me any notice.

SIGNATURE OF THE APPLICANT

Designation.

Branch/Department

Mobile No. _____

Date : _____

Certified that the information furnished by the applicant is correct and the loan out of University fund is recommended.

HEAD OF THE BRANCH/DEPARTMENT
Office Stamp

Date : _____

Note : Application which is incomplete or contains incorrect particulars will not be entertained in any case & will be deemed cancelled.

GURU NANAK DEV UNIVERSITY, AMRITSAR

APPLICATION FORM FOR GRANT OF LOAN FOR PURCHASE OF VEHICLE /CYCLE FOR THE YEAR 2017-18

Employee Code _____ - _____

1. Loan applied for purpose: **CYCLE/SCOOTER/MOTOR CYCLE/ CAR**
2. Name of Applicant (Block Letters) : _____
3. Father's Name : _____
4. Designation : _____
5. Branch/Department : _____
6. Basic Pay :-
(d) Gross Salary(Excluding House Rent): _____
(e) Carry Home Salary (excluding House Rent): _____

7. Date of Joining the university on various posts:

Sr.no.	Designation	Date of joining in the cadre	Date of confirmation

8. Date of Retirement : _____
9. Loan already drawn for purchase of Car/
Scooter/Motor cycle /Cycle : _____
10. Amount now required : _____
11. Anticipated price of Vehicle : _____

It is certified that :-

- i. The above information is correct and I will abide by the provisions, regulations and instructions issued in this regard from time to time .The vehicle will be purchased within prescribed period and requisite documents would be submitted to office for verification .
- ii. My carry home salary will be more than 40% after recovery of this loan installment.
- iii. If I do not submit the required documents within the stipulated period, recovery may be made from my salary at enhanced rates and penal interest may be charged from me without giving me any notice.

SIGNATURE OF THE APPLICANT

Designation

Branch/Department

Date: _____

Mobile No. _____

The information furnished by applicant is correct. The loan out of University fund is recommended.

HEAD OF THE BRANCH /DEPARTMENT
Office Stamp

Date: _____

Note : Application which is incomplete or contains incorrect particulars will not be entertained in any case & will be deemed cancelled