

APPENDIX – (O)
(UNDER SECTION RULES – 15(A-J))

**FORM OF APPLICATION FOR
PART FINAL WITHDRAWAL OF MONEY FROM THE
ZILLA PARISHAD PROVIDENT FUND**
For House Building / Purchase or Redemption of Houses and House-Sites /
Higher Education Purposes / Marriage / Medical Expenses

- 1) Name Of The Subscriber :: _____
(IN CAPITAL LETTERS)
- 2) **Employee Code** ::

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(Issued by Treasury)
- 3) Designation & Office to which Attached :: _____
(Full Address with PIN Code) _____
- 4) **Provident Fund Account Number** ::

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- 5) PAY :: Rs. _____
- 6) Date of Birth (DD/MM/YY) :: _____
- 7) Date of Entry Into Service (DD/MM/YY) :: _____
- 8) a) **SBI Savings Account Number** ::

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(Xerox Copy Of Bank Pass Book Should Be Enclosed. Not Applicable for Balance Transfer)
- b) **SBI Branch Name** :: _____
- c) **SBI Branch Code Number** ::

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- 9) Copy of Latest ZPPF Account Slip Enclosed? (YES / NO) :: _____
- 10)
 - a) **Balance at the Credit of the Subscriber on the date of Application Rs.** _____
Note :- In the case of a Part Final Withdrawal of house building and marriage purposes, as well as purchase of house / house – sites, The total balance at the credit of all the Provident Funds should be taken into account, if the subscriber subscribes to more than one provident fund.
 - b) **If it is a second part final withdrawals for the purchase of carrying out additions and alterations to or reconstructions of a House acquired with the help of withdrawal already made or which may be made in future from the Provident Fund**
 - i) Amount of part final withdrawal already taken Rs. _____
 - ii) Balance at credit at the time of making the First Part Final Withdrawal Rs. _____
- 11) **Amount Required Rs.** _____ **in the case of Construction of a House or for the Purchase of a House-Site, the Number of Installments in which it is required should stated. No. of Installments** _____
- 12) **The purposes for which the amount is required :**
 - a) If it is for House Building or for the purpose of Purchasing a House-Site or for the Express Purposes of Repayment of any loan taken under:
 - i) for Purchasing a House.
 - ii) for Constructing or Reconstructing a House.
 - iii) for Redemption of House.
 - iv) for Making Additions or Alterations to House.
 - v) for Purchase of House-Site.
 - vi) for Repayment of Loan expressly Taken for the Purchase of a House-Site; and
 - vii) for repayment of any loan taken under.
 - b) **If it is for Higher Education :**

- i) relationship with the person (who is actually dependent on the subscriber / for whom the withdrawal is required;
 - ii) the specific course taken by the Person and the Name and Place of the Institution.
 - iii) whether the course is for more than 3 years and beyond the high school stage?
 - iv) whether this is the First or the Second withdrawal for the current year.
 - v) the date of previous withdrawal or advance, if any taken for this purpose.
- c) If it is for marriage or betrothal ceremony expenses :**
- i) whether for marriage or betrothal ceremony of the subscriber's daughter / son or for any other female relation dependent of the subscriber, who has no daughter ;
 - ii) whether any advance under ordinary rules has been drawn in respect of the betrothal ceremony or marriage for which the present withdrawal is sought for ;
 - iii) Actual date fixed for celebration of the betrothal ceremony or marriage.
- d) If it is for Medical Expenses :**
- i) for whom _____

13)

- a) Total service including broken periods, if any : _____
- b) Period of service required on the date of application for attaining the age of superannuation; and : _____
- c) The date of superannuation : _____

14)

- a) **Particulars of expenses for House Building or Purchasing a House-Site**
 - i) Actual cost of acquiring the House or House-Site :Rs.
 - ii) Anticipated cost of House proposal to be built / rebuilt :Rs.
 - iii) Anticipated cost of additions or alterations to be made by the House :Rs.
 - iv) Actual amount required for redemption of the House of House-Site :Rs.
 - v) Total amount and date of loan taken for the purchase or House-Site and the amount outstanding against that loan on date :Rs.
- b) **Particulars of expenses required to be incurred on the higher Education; and**
- c) **Amount required for meeting marriage expenses, indicating the No. of marriages to be celebrated.**
- d) **Particulars of Medical Expenses**
 - i) Full Particulars of the Decease
 - ii) Amount Required : Rs.

15) **Amount of installment or installments last taken, if any for House Building or / and purchase of House-Sites** (State particulars of Amount, Dates on which taken)

16) **Amount, if any, received already from Government for purchase of House-Site or House Building Purposes other than from the provident fund account.**

SIGNATURE OF THE APPLICANT

Name : _____

Design: _____

RECOMMENDED / NOT RECOMMENDED

SIGNATURE OF THE HEAD OF THE INSTITUTION WITH SEAL



For the use of Head of the office / Head of the Department

Rc. No. _____ O/o _____

Dated the: _____

The above particulars have been verified to be correct

Forwarded to the Chief Executive Officer, Zilla Praja Parishad, Kurnool (in triplicate)

Certified That –

- (I) The part final withdrawal has been recommended under the rule(s) _____
- (II) I satisfied myself that the conditions prescribed in rule(s) _____ referred to above have been fulfilled and that the subscriber has produced to me the necessary deed and papers which are enclosed.
- (III) The applicant has signed the undertaking prescribed in rule(s) _____ and that the same is forwarded herewith.
- (IV) I have verified the progress of construction of the House and the 2nd / 3rd / 4th installment of the withdrawal may be paid.
- (V) I have satisfied myself that the applicant has not taken any loan / assistance under any scheme sponsored by the or from any other Government source and that the necessary note has been made regarding the verification of the requirements laid down rule _____ in case of complete repayment of loan during the service of the subscriber.
- (VI) No part final withdrawal has been granted previously to the subscriber for the purpose; and
- (VII) In addition to this part final withdrawal, no temporary advance has been granted to the subscriber for the same purpose now.

NOTE :- Delete The Certificate Not Applicable.
Certificate in item (ii), (iii) and (iv) above are not necessary if the part-final withdrawal is for higher Education or for Betrothal Ceremony or marriage purpose.

SIGNATURE OF THE HEAD OF THE INSTITUTION
WITH DESIGNATION & SEAL

Rc. No. _____ O/o _____

Dated the: _____

Sanction of the _____ is conveyed to the Part-Final withdrawal of Rs. _____ (Rupees _____ only) the amount being drawn in _____ instalment(s).

Forwarded to the Accounts Officer, Zilla Praja Parishad, Kurnool for necessary action.

DY.CHIEF EXECUTIVE OFFICER,
ZILLA PRAJA PARISHAD, KURNOOL



FORM – 40A

(See Instruction 4(i) to (iii) under Treasury Rules 17)

BILL FOR WITHDRAWAL FROM GENERAL AND OTHER PROVIDENT FUNDS

ANNEXURE

DISTRICT : **KURNOOL**

SUB-ACCOUNT: _____ VOUCHER No. : _____ of _____ **20**

STATE PROVIDENT FUND _____ PROVIDENT FUND _____ of _____ BRANCH

Bill for Withdrawing **PART FINAL PAYMENT** Withdrawals from the **Zilla Parishad Provident Fund, Kurnool** of Sri / Smt. _____

For the month of _____ / _____ in the Office of _____

1) Name & Designation of the Subscriber :: _____

2) Pay :: **Rs.**

3) Proceedings No. & Date of Sanctioning Authority. :: _____

4) Nature of withdrawn :: **NRL**

a) Amount :: **Rs.**

5) **Acquittance** ::
(Affix a Revenue Stamp & Sign Across)

6) Remarks :: _____

Particulars of Amount Refunded:-

Sl. No.	Name of the Subscriber & Designation	ZPPF Account No.	Date of Drawl	Particulars of Amount Drawn.	Amount Now Refund Rs.
				NRL	

Station :

Date :

Passed for Rs. _____ /-(In Words Rupees _____ Only)

and PAY the same to Sri / Smt. _____

by way of CHEQUE / DD / ON-LINE ADJUSTMENT to the individuals Savings Bank Account No. _____ at State Bank Of India, _____ Branch.

Dy.Chief Executive Officer,
Zilla Praja Parishad, Kurnool

Contents Received _____

Signature of the messenger _____