**application form for advance / refund / transfer from incs employees provident fund**

 1. Name & Designation :

 2. Area & Installation :

 3. Date of appointment & Date of joining INCS P. F. (a) (b)

 4. Present Pay and Allowances applicable for PF Contributions :

 5. Amount (Advance / Refund / Transfer) required

 6. Repayment in case of refundable advance :

 (State number of equal instalments)

 7. Reason for Advance/Refund/Transfer (Give full particulars enclosing relevant certificates as per Rules)

 8. Details of last refundable advance draw :

 (a) Amount Rs. (b) When sanctioned :

 (c) Purpose :

 (d) Rate of repayment : (e) Month in which liquidated :

 9. Balance in Provident Fund Account as on the date of withdrawal :

 (a) Employees’ Contribution with interest :

 (b) Employer’s Share of Contribution with interest :

 I certify that particulars given ablow are true to the best of my knowledge.

Date :

Place : Signature / Thumb Impression of the Applicant

II

(For use by the Area Office)

Recommended and forwarded. The particular of the applicant as mentioned above are correct,

Maximum advance / refund / transfer permitted under Rule ..................................... is ......................................

Member Trustee Area Manager

Date :

Place :

III

(For use by the Head Office)

 1. The employee is eligible for .................... % of employer’s share of contribution under Rule .........................

 2. Amount to be credited to Lapsed Fund Account is ......................................

 3. Net Amount payable after necessary adjustments is ......................................

 approved for ......................................

 (Chief Accountant, INCS) (General Manager, INCS)

 For managing trustee For managing trustee

Date :

Authority : INCCB, New Delhi’s letter No. CT/0601 / III dated 26 Mar. 77