

FORM - C

Application for non-refundable withdrawal from the Institute of Human Resources Development for Electronics *Employees Contributory Provident Fund

1. Name and designation of the Subscriber :
2. Pay and dearness pay :
3. Provident Fund Account No. :
4. Whether Subscriber had opted for the Institute of Human Resources Development for Electronics Employees Provident Fund rules within the prescribed time limit :
5. Date of retirement on Superannuation :
6. Total Service (in Years) under the management as on this date :
7. Object of the withdrawal
(A) If the withdrawal is required for meetings the expenditure in connection with the--
 - (i) higher education of any child or dependent of the subscriber specify the nature and duration of the course (In the case of a dependent, also specify whether the subscriber has any child)
 - (ii) Marriage of a son or daughter or any other female relative dependent on the subscriber. Indicate also the month in which the marriage takes place (In the case of a dependent. Specify also whether subscriber has any daughter) :
 - (iii) Illness of the subscriber or any person actually dependent on him. Mention the nature of illness also
 - (iv) acquisition of a house and/or site, furnish in whose name (s) subscriber (s) and or his wife' (s) it will be acquired and whether it is for the actual residence of the subscriber and/ or his family :
 - (v) Construction, reconstruction, repairs etc. of a house; state whether the site on which the house is proposed to be constructed or the site on which the house is proposed to be reconstructed, repaired altered etc, is situated , is owned by the subscriber and/or his wife, and whether he house is for the actual residence of the subscriber and/or his family :
- (B) If the withdrawal is required for payment of a Taken for the -
 - (i) marriage of a son or daughter or any female relative dependent on him:
Specify the amount of loan taken on account of the marriage. The balance outstanding against it and the date on which the marriage has been celebrated. :
 - (ii) Construction of a house or allied purpose state the amount of loan expressly taken for the purpose. The

* Note : Column 7. In respect of a female subscriber who applies for the withdrawal for house construction or allied purpose. The words 'his' and 'wife' occurring in column 7 may be read as 'her' and 'husband' respectively.

balance outstanding against it (and in whose name (subscriber (s) and/or his wife's) the ownership of the house and/or site is vested. :

8. Amount of the loan. If any taken by the subscriber and or/his wife from the Government under any scheme sponsored by them for the grant of house construction loans and the number and date of the orders/proceedings in which sanction was issued therefor :

This column need be filled in only if he subscriber proposed to make a withdrawal for house construction or allied purpose.

9. Amount of the withdrawal proposed (both in-figures and words) :
10. (a) Whether any non-refundable withdrawal was made by him from the fund previously for the same or a different object and, if so, furnish the details thereof :
- (b) If any withdrawal was made as mentioned in (a) above state whether he has submitted the utilization certificate in respect of that withdrawal to the appropriate authority within the prescribed time limit If the certificate was not submitted within the said period furnish the reasons therefor :
11. Special circumstances which necessitate the Withdrawal (this column need be filled in only if the amount proposed to be withdrawn exceeds half the amount at credit of the subscriber in the fund or six month's pay whichever is less, or if the withdrawal requires sanction in relaxation of any of the provisions in the Rules. :

D E C L A R A T I O N

I,.....do hereby declare that the above statements furnished me are true and that I agree to abide by the Institute of Human Resources Development for Electronics Employees Provident Fund Rules as amended from time to time

Place:

Dated signature of the subscriber

With full official address

(To be filled in by the Head of Office/Principal)

I recommend for sanction the withdrawal of Rs _____ (Rupees _____
_____)

Certificate

1. It is certificate that I have verified the particulars furnished by the subscriber against column 2,3,4,5,6,8 and 11 with reference to the relevant in my office and that they are found to be correct.
2. It is also certified that I have caused the enquires to be made about the statement in the application regarding the object of proposed withdrawal and I am satisfied that it is bonafide.

Station:

Dated signature of Head of Office/Principal

Verification Report

1. Total amount at the credit of the subscriber in the fund :
2. Amount admissible under the Rules :
3. Rules under which the sanction permitting the withdrawal by the subscriber is to be accorded :
4. Any other facts which require special consideration :

DIRECTOR

To

The.....
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* The verification report should be furnished by the Principal/Dy. Director with reference to the latest annual account slip issued by the Director and the office of the pay bills etc. Relating to the subsequent period