

**APPLICATION FORM FOR ADVANCE FOR THE PURCHASE
OF MOTOR CAR/MOTOR CYCLE/SCOOTER/PC**

To

The JS (Trg) & Chief Administrative Officer
Ministry of Defence
New Delhi – 110 011.

Sir,

I may be granted an advance for the purchase of Motor Car/Motor Cycle/Scooter/PC. I have read and understood the conditions under which advances are granted. I fully realise that any failure on my part to comply with these conditions makes me liable to be called upon to refund the full amount of advance in one lump sum. I have understood that no pleas of hardship consequent on a reversion to a lower rank or appointment would be accepted as a cause for reduction in the amount of monthly instalments originally fixed.

2. The information as required is given below :-

- (a) Name _____
- (b) Designation _____
- (c) Pay Substantive/
Officiating _____
- (d) Amount of advance required _____
- (e) Date by which the amount if
sanctioned will be required _____
- (f) Date of Birth _____
- (g) Date of retirement _____
- (h) Anticipated price of Motor Car/
Motor Cycle Scooter/PC _____
- (i) Number of Instalments in which the advance
is desired to be repaid _____
- (j) Whether the intention is to purchase a new
or an old Motor Car/Motor Cycle/Scooter/PC _____
- (k) If the intention is to purchase Motor Car/
Motor Cycle/Scooter/PC from a Person having
official dealing with you, whether previous
sanction of the competent authority has been
obtained as required under Rule 18(3) of the
Central Civil Services (Conduct) Rules, 1964?

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- (l) Are any negotiations of preliminary enquiries being made so that delivery may be taken of Motor Car/Motor Cycle/ Scooter/PC within one month from the date of drawl of Advance (if so a copy of relevant correspondence will be attached) _____
- (m) Details of Motor Car/Motor Cycle/ Scooter/PC advance drawn earlier: -
- (i) Date of Drawl of advance _____
- (ii) Amount of advance Rs. _____
- (iii) Vehicle purchased for Rs. _____
- (iv) Vehicle sold for Rs. _____
- (v) Profit Rs. _____
- (vi) The amount of previous advance/or interest still outstanding, if any Rs. _____
- (n) (i) Certified that the information given is complete and true.
- (ii) Certified that I have not taken delivery of the Motor Car/ Motor Cycle/Scooter/PC on account of which I apply for the Advance, that I shall complete negotiations for the purchase, if any, and finally take possession of the Motor Car/Motor Cycle before the expiry of one month from the date of drawl of the advance.
- (iii) It is certified that I will not ask for extension of time limit for purchase of Motor Car/Motor Cycle/Scooter/PC after drawl of advance/issue of cheque by CDA.

Signature of the Applicant

Name :

Office Address :

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Date :

Station :