



HARYANA POWER GENERATION CORPORATION LTD.

Shakti Bhawan, Sec-6, Panchkula

APPLICATION FOR HOUSE BUILDING ADVANCE

To
The Cheif Engineer /Admn.,
HPGCL , Panchkula.

(Through Proper Channel)

Sir,

I beg to apply for the grant of an advance of Rs. _____

(Rupees _____ only) required for the _____

_____ as per details given below:-

1. Name of applicant : _____
2. Father's Name : _____
3. Designation : _____
4. Office in which employed : _____
5. Date of appointment : _____
6. Date of Birth : _____
7. Date of superannuation : _____
8. Whether confirmed or not : _____
9. If confirmed the date of confirmation and Post against which confirmed : _____
10. Particulars of emoluments :-
 - i) Basic Pay : _____
 - ii) Dearness Pay : _____
 - iii) All other allowances : _____
 - iv) Total deduction such as GPF, Income Tax, LIC, HBA, Motor Car, Scooter Advance etc. : _____
 - v) Net salary payable : _____
11. No. of instalments in which the advance is to be draw or in lump sum. : _____
12. No. of instalments in which the advance is proposed to be repaid. : _____
13. Whether the land on which the house is to be constructed is in possession : _____
14. Whether the land in inherited/ gifted properly or purchased : _____
15. Whether the full cost of the land has been repaid or not? If purchased/acquired from the Estate Officer/Govt. Agency : _____
16. Authentic proof of title of land Enclosed or not. : _____

Car and Marriage Adv.



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17. Whether he has drawn any Advance under low paid employees Scheme from the rehabilitation Deptt./DC/Bank/LIC/Estate Officer or any other Govt. agency. : _____
18. Whether he has previously been granted any advance by the Board for House Building/any of the following:-
- a) Purchase of plot. : _____
 - b) Const. of house. : _____
 - c) Purchase of Built house, if so : _____
 - d) By whom sanctioned. : _____
 - e) O/o No. & Date : _____
 - f) Amt. of adv. Sanctioned. : _____
 - g) Amount drawn. : _____
 - h) Amount repaid till date of Submission of the applications. : _____
 - i) Where utilized the amount. : _____
 - j) Whether the house/plot has been mortgaged to the Corporation : _____
19. Time by which the official proposes to purchase the land/build house/undertaken the const. of house. : _____
20. Whether he has obtained the necessary sanction of competent authority for purchase of plot/house. If so, no. & date of the sanction and also attach copy of the same. : _____
- i) Certified that the above information is correct to the best of my knowledge. I undertake to create equitable mortgage on the said house/plot in favour of the Corporation.
 - ii) Certified that I have no other residential house in my own name or in the name of any of my family member.
 - iii) Certified that I have not taken loan/advance for the purpose for which loan has now been applied for during the whole of my service.

Yours faithfully,

Dated: _____

Signature of the applicant

Name : _____

Designation: _____

Office : _____