



**Application Form for Marriage Advance**

1. Name (in Block Letters) : \_\_\_\_\_
2. Father's/Husband's Name : \_\_\_\_\_
3. Name of the parent Deptt. & Designation : \_\_\_\_\_
4. Name of the Deptt. where working : \_\_\_\_\_
5. Emoluments on which the loan is admissible:  
SalaryHead \_\_\_\_\_ BasicPay: \_\_\_\_\_ D.Pay: \_\_\_\_\_  
Spl.Pay: \_\_\_\_\_ Total: \_\_\_\_\_ (GPF Account No: \_\_\_\_\_)
6. Whether permanent or Temporary (if Temporary, surety of one permanent HPGCL Employees on the Non Judicial stamp paper of Rs. 15/- be attached) : \_\_\_\_\_
7. Purpose of Advance : \_\_\_\_\_
8. Amount of advance required : \_\_\_\_\_
9. Date of joining in HPGCL, Service : \_\_\_\_\_
10. Date of Birth : \_\_\_\_\_
11. Date of Superannuation : \_\_\_\_\_
12. Date of Birth of Son/Daughter/Sister : \_\_\_\_\_
13. Exact date of marriage : \_\_\_\_\_
14. Whether advance for the same purpose was obtained previously, if so,  
Date \_\_\_\_\_ Amount \_\_\_\_\_
- i). Date of drawal of the first advance : \_\_\_\_\_
- ii). Date of drawal of the second advance : \_\_\_\_\_
- iii). The amount of advance 1<sup>st</sup>/2<sup>nd</sup> or interest : \_\_\_\_\_  
thereon still outstanding if any,
- iv). Name & Date of Birth of the Child : Name \_\_\_\_\_  
Sister for whom previous Marriage : Date of Birth \_\_\_\_\_  
Advance was drawn.
15. Whether Husband/Wife is in Govt. Service : \_\_\_\_\_

Dated: \_\_\_\_\_ Signature of the Applicant \_\_\_\_\_  
Designation \_\_\_\_\_  
Department \_\_\_\_\_

Certified that my wife/husband is/is not a HPGCL employee and he/she has not applied / obtained Marriage Advance for the same purpose.

Dated \_\_\_\_\_ Signature of the Applicant with Designation

**CERTIFICATE FROM THE DEPARTMENT**

It is certified that advance of Rs. \_\_\_\_\_  
(Rs. \_\_\_\_\_) applied for is admissible according to the instructions and the information given by the applicant is correct.

1. It has been verified that the Daughter/Son/Sister of the employee is really dependent upon him and she/ he had not drawn marriage advance earlier for the same.

Signature of Drawing & Disbursing Officer