

APPLICATION FOR AVAILING HOME TOWN / LEAVE TRAVEL CONCESSION

1	Name of Applicant	
2	Father's/Husband's Name	
3	Designation of the Applicant	
4	Name of the Branch	
5	Pay-Hand of the Applicant	
6	Bank A/C No of the Applicant	
7	Date of Retirement	
8	Whether the spouse is working or not	Yes/No
	If yes, then enclose the following: a) Undertaking in respect of the instruction in memo no.: 13/19/2008-2SII, dated 18.05.2009. (duly signed by both). b) Original Certificate duly attested by the concerned department/office of the spouse. If no, then enclose the undertaking only (duly signed by the applicant only)	
9	Contact No of the Applicant	

Dated:

Signature of Applicant

UNDERTAKING

(under para 1(iii) of instruction in memo no. 13/19/2008-2SII dated 18.05.2009)

It is hereby undertaken that:

- 1) I am eligible to draw the benefit promised by the scheme put in place vide memo no: 13/19/2008-2SII dated 18.05.2009.
- 2) None amongst my entitled family members, including the spouse, is either in service of Government of Haryana or in service under the Central Government or any other State Government or under any other organization/institution/body, etc., wholly or substantially owned or controlled by the Central Government or any State Government.

Name/designation/signature of the
concerned employee
Countersigned

[Strike off whatever portion is not applicable]

UNDERTAKING (in case of spouse)

(under para 1(iii) of instruction in memo no. 13/19/2008-2SII dated 18.05 2009)

It is hereby undertaken that:

- (a) I am eligible to draw the benefit promised by the scheme put in place vide memo no: 13/19/2008-2SII dated 18.05.2009.
- (b) My entitled family members, including the spouse, who is in the employment of Government of Haryana, and who is also eligible to draw the benefit promised by the scheme put in place vide memo no: 13/19/2008-2SII dated 18.05.2009 shall not avail the benefit promised by the scheme put in place vide memo no: 13/19/2008-2SII dated 18.05.2009 separately for the current block of four years regulating the LTC.

Or

My entitled family members, including the spouse, who is in the employment under the Central Government or any other State Government or under any other organization/institution employer in whatever form on/body, etc, wholly or substantially owned or controlled by the Central Government shall not avail of the facilities of LTC from their employer in whatever form it is extended to him/her by their such respective employer.

Name/designation/signature of the
concerned employee
Countersigned

Name/designation/signature of the
Spouse of the concerned employee

[Strike off whatever portion is not applicable]