

APPLICATION FORM FOR HOUSE BUILDING ADVANCE

1. Name of Applicant (In Block Letters) : _____
2. Designation : _____
3. Scale of Pay : _____
4. Present Pay (Excluding allowance but dearness pay, if any) : _____
5. Office in which employed : _____
- 6 (a) Purpose of advance: _____
(b) Emoluments on which loan is admissible : _____
7. Assessed cost of construction: _____
8. Whether any advance has been drawn previously for HBA/repair under any Rules scheme, if any:
 - i) Date of drawl of the advance: _____
 - ii) purpose for which the advance was drawn : _____
 - iii) Amount of Advance : _____
 - iv) Pay on which the advance was calculated : _____
 - v) Rules/scheme under which the advance was drawn: _____
 - vi) whether the house so built/purchased with advance has been sold, if so indicate sale proceeds: _____
9. Date of entry into Govt. service : _____
10. Date of retirement from Govt. Service: _____
11. Whether permanent or temporary Govt. Servant, if temporary, adequate surety of Permanent Govt. Servant be furnished in Addition to mortgaging the house to Govt. : _____
12. An undertaking to the effect that the balance if any left after the use of the advance for the purpose for which it is taken, will be refunded to Govt. immediately. _____
13. The place and full particulars of the house for which the advance is required, place where the plot/ House is situated
Surrounded by in the month _____
East.....South.....
West.....
14. A certificate to the effect that the advance is required for the kbonfide personal residence : _____
15. A certificate to the effect that the applicant has An undisputed title of the house /plot : _____

16. Documentary proof to show that the house is required to be constructed within the year _____ or _____ bargain for the purchase of plot/house as the case may be finalized. _____

17. Number of installements in which the advance is proposed to be repaid _____

18. Time by which official proposed to undertake the construction of the house and its completion _____

19. Whether husband/wife is in Govt. service, if yes: the Govt. Deptt./ office in which employed _____

Whether he/she has ever applied for loan for HBA has ever applied for loan for HBA/purchase of house/ Purchase of plot, if so give details _____

Certified that the above information is correct to the best of my knowledge and that I undertake to mortgage plot/house in favour of Government and execute a stamped mortgaged deed in accordance with Indian stamp duty Act and also get it registered.

Certified that I have no residential house in the Indian Territory.

Signature of Applicant.
Designation
Office address.

Dated: