

APPLICATION FORM FOR AN ADVANCE FOR THE
PURCHASE OF MOTOR CAR/MOTOR CYCLE/SCOOTER/COMPUTER

1. Name of Applicant.....
2. Applicant's designation.....
3. District & Station.....
4. Substantive/Basic Pay.....
5. Anticipated price of motor car/Scooter.....
6. Amount of Advance required.....
7. Date of superannuation or retirement.....
8. Number of installments in which the advance is
Desired to be repaid.....
9. Whether advance for similar purpose was obtained
Previously and if so.....
10. (i) date of drawal of the advance.
(ii) the amount of advance and/or interest
thereon still outstanding, if any.....
10. Whether the intention is to purchase.....
(a) a new or an old motor car/Scooter.
(b) If the intention is to purchase motor car/scooter through a person other
than a regular or reputed dealer or agent, whether previous sanction of the
competent authority has been obtained as required under Rule 15(2) of the
Central Civil Services (conduct) Rules, 1964.....
11. Whether the officer is on leave or is about to proceed on leave.....
(a) The date of commencement of leave.....
(b) The date of expiry of leave.....
12. Are any negotiations or preliminary enquires being made so that delivery may
be taken of the motor Car/Scooter within one month from the date of drawal
of the advance?.....
13. (a) Certified that the information given above is complete and true
(b) Certified that I have not taken delivery of the Motor Car/Scooter on
account of which I apply for the advance, that I shall complete
negotiations for the purchase of, pay finally and take possession of the
Motor Car/Scooter before the expiry of one month from the date of drawal
of the advance, and that I shall insure it from the date of taking delivery of
it.

APPLICANT'S SIGNATURE

Dated:.....

Recommended.....

It is certified that possession of a Scooter/Motor Cycle/Car
Would be in public interest

Rule 1. For grant of advance for purchase of new Motor Car/Motor Cycle/ Scooter.

1. For Motor Car Advance	Maximum Loan	No of Instalment	Eligibility
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1st Occasion	Rs. 30,000/- or 12 months basic pay or the anticipated price of Motor Car which ever is the least. If actual price of the Motor Car paid by the Govt. servant, less than the amount of advance, he shall repay the balance to the Govt. forthwith.	Not exceeding 200	Whose basic pay is Rs. 3000/- or above
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2. For Motor Cycle/ Scooter	Maximum Loan	No of Instalment	Eligibility
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1st Occasion	Rs. 13,000/- or 8 months pay of the Govt. servant of the anticipated price of Motor Cycle/Scooter, whichever is the least.	Not exceeding 70	Basic pay Rs. 1500/- or above
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NOTE:

An advance for the purchase of a conveyance shall not be granted to a Government servant, who has already purchased the conveyance and paid for it, unless the conveyance has been purchased within a period of three months commencing from the date the advance was applied for, and has been paid for by raising a temporary loan.

The recovery of the amount of interest shall commence from the month immediately following that in which the repayment of advance for the purchase of a motor car is completed.

A Government servant shall not sell or transfer a motor car for so long as the amount of advance together with the interest on such amount is not completely repaid, except with the permission of the competent authority.

I have read the above conditions and agree to abide by them.

Signature.