

FORM B-1

(See Rule 28)

APPLICATION FOR NON-REFUNDABLE WITHDRAWAL FROM KERALA PANCHAYAT

EMPLOYEES' PROVIDENT FUND

1. Name and designation of the subscriber
2. Pay and dearness pay
3. Provident Fund Account Number
4. Date of retirement on superannuation
5. Total service (in years) under the Panchayat
as on this date
6. Object of withdrawal
Total service (in years) under the management
as on this date
 - (a) If the withdrawal is required for meeting the
expenditure in connection with the:
 - (i) Higher education of any child or dependent of the
subscriber; specific the nature and duration of the
course (in the case of a dependant also specify
whether the subscriber has any child)
 - (ii) Marriage of a son or daughter or any other female
relative dependent on the subscriber, indicate also
the month in which the marriage takes place
(in the case of dependant, specify also whether
the subscriber has any daughter)
 - (iii) Illness of the subscriber or any other person actually
dependent on him; mention the nature of illness also
 - (iv) Acquisition of a house/ and or site, furnish in whose
name(s) [subscriber's and/ or his wife's] it will be
acquired and whether it is for the actual residence of
the subscriber and / or his family
 - (v) Construction, reconstruction, repair, etc. of a house;
state weather the site on which the house is proposed
to be constructed, or the site on which the house
proposed to be reconstructed, repaired, altered, etc. is
situated, is owned by the subscriber and / or his wife,
and whether the house is for the actual residence of the
subscriber and/ or his family.

In respect of a female subscriber who applied for the withdrawal for house construction or allied purpose, the words 'his' and 'wife' occurring in column 6 may be read as 'her' and 'husband' respectively

- (b) If the withdrawal is required for payment of a loan taken for the:
- (i) Marriage of a son or daughter or any female relative dependent, on him, specify the amount of loan taken on account of the marriage, the balance out standing against it and the date on which the marriage has been celebrated.
 - (ii) Construction of the house or allied purpose, state the amount of loan expressly taken for the purpose, the balance outstanding against it and in whose name (subscriber's and / or his wife's) the ownership of the house and / or site is vested.
7. Amount of the loan, if any, taken by the subscriber and / or his wife from the Government under any scheme sponsored by them for the grant of house construction loans, and the number and date of the orders / proceedings in which sanction was issued there for.
- (This column need be filled in only if the subscriber proposes to make a withdrawal for house construction or allied purpose)
8. Amount of withdrawal proposed (both in figures and words)
9. Name of the Treasury at which payment is desired
10. (a) whether any non-refundable withdrawal was made by him from the fund previously for the same or different object and, if so, furnish the details thereof .
- (b) If any withdrawal was made as mentioned in (a) above, state whether he had submitted the utilisation certificate in respect of that withdrawal to the appropriate authority with in the prescribed time limit. If the certificate was not submitted with in the said period, furnish the reason there for.
11. Special circumstances which necessitate the withdrawal. (this column need be filled in only if the amount propose to be withdrawn exceeds half the amount at the credit of the subscriber in the fund or six months pay which ever is less, or if the withdrawal requires sanction in relaxation of any of the provision in the rules)

DECLARATION

I,..... do here by declare that the above statements furnished by me are true and that I agree to abide by the Kerala Panchayat Employees' Provident Fund Rules as amended from time to time.

Dated signature of the subscriber
with full official address

Place:

To be filled by the Head of Office/ Department

I recommend for sanction the withdrawal of Rs..... (Rupees.....
..... only) by the subscriber.

CERTIFICATE

1. It is certified that I have verified the particulars furnish by the subscriber against columns 2, 3,4,5 and 10 with reference to the relevant records in my office and they are found to be correct.
2. It is also certified that I have caused enquires to be made about the statement contained in the application regarding the object of the proposed withdrawal and that I am satisfied that it is bona fide.

Place

Dated signature of the head of
Office/ Department

Verification report

1. Total amount at the credit of the subscriber in the Fund
2. Amount admissible under the Rules
3. Rule(s) under which the sanction permitting the withdrawal by the subscriber is to be accorded
4. Any other facts which require special consideration

Head of Office/
Department

The verification report shall be furnished by the Secretary with reference to the latest annual account slip issued by the Account Officer and the office copies of the pay bills etc. relating to the subsequent period.

Ednt. No.....dated.....

To

The.....
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