Form PF No. 4

(See rules – 38/39/42/43/44)

(to be submitted in duplicate)

Application for withdrawal from GPF Account for acquisition of a plot/flat/house and/or construction/additions/alterations of house/flat or establishing business/commercial/industrial for settlement of unemployed or dependent children.

Department _____

Address of Head of Office _____.

1	Name of the Subscriber:	
2	Designation:	
3	Account number (complete):	
4	Existing Pay Band/Pay Scale	
5	Existing Pay including Dearness Pay, Personal Pay, Special Pay, if any	
6	Date of joining service :	
7	Date of Superannuation :	
8	Balance at credit of the subscriber on the date of the application as below:	
	(i) Closing balance as per latest GPF statement for the year _____ (copy enclosed)	Rs.
	(ii) Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:	Rs.
	(iii) Add refunds of advance(s) after the date of statement mentioned at (i) above:	Rs.
	(iv) Total (i) + (ii) + and (iii):	Rs.
	(v) Less amount of advance(s) and withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:	Rs.

	(vi) Net balance at credit:	Rs.
9	Amount of withdrawal required:	Rs.
10	Purpose of withdrawal from GPF Account: (i) Acquisition of a plot for house (ii) Acquisition of a built up flat (iii) Acquisition of a built up house (iv) Construction of House (v) Re-payment of loan taken from a financial institution expressly for acquiring a dwelling unit. (vi) Repair/Renovation of a house	
11	Rule under which the withdrawal is admissible	
12	Full details of advance/withdrawal, if any, taken previously for the same purpose:	

Sr. No.	Purpose of advance/ withdrawal	Sanction No. and Date	Amount	Name of the office from where payment is received	Date of Drawal
1.					
2.					
3.					

13	Source of acquisition (please give details of the agency e.g. Haryana Urban Development Authority/Co-op. Housing Society/ Open market or any other source	
14	Person in whose name the plot/ house/flat (Clear title) enclose proof of ownership/copy of allotment letter	
15	Amount of House Building Advance taken from the Government under its Scheme, if any.	
16	Whether withdrawal from General Provident Fund	Yes / No

	taken earlier for this purpose?	
17	**If the answer to above is 'yes', please give the details:** **(i) withdrawal taken for the same unit** **(ii) withdrawal taken for some other unit(s)** **(iii) whether the previous unit has been disposed off and the advance taken for the same deposited back in the account**	 **(i)** **(ii)** **(iii)**
18	**If the withdrawal is being applied for a plot in the name of spouse, please indicate who is the first nominee to receive the General Provident Fund accumulations.**	

Note.– All withdrawals taken for purchase of plot, purchase of house, construction, addition and alteration, repair of house and repayment of loans taken for these purposes should be treated as same purpose.

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund Account earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under Rule 51.

2. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

Dated _____

Signature of the Applicant

Name _____

Designation _____

Branch _____

(Examination/Verification by the Office)

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.

2. The subscriber is entitled to the withdrawal being applied for under the rule **38/39/42/43/44**; or

   the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following grounds:

   (i)

   (ii)

   (iii)

Dated: _____ (Signature of the Head of office with Seal)

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