

**Application form for Advance of the purchase of Cycle / Motor  
Cycle/Scooter / Computer**

1. Name of applicant :
2. Applicant's Designation :
3. District and Station :
4. Pay :
  - i) Substantive pay :
  - ii) Officiating pay of pay drawn in a temporary post :
5. Anticipated price of Motor cycle :
6. Amount of Advance required :
7. Date of superannuation or retirement or date of expiry of contract in case of a contract officer :
8. Number of installments in which the advance is desired to be repaid :
9. Whether the intention is to purchase :
  - a) a new or an old motor cycle :
  - b) if the intension is to purchase Motor car / Motor cycle 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, 1955. :
10. Whether advance for similar purpose was obtained previously and if so :
  - i) Date of drawn of the Advance :
  - ii) The amount of advance and or interest thereon still outstanding, if any. :
11.
  - a) The date of commencement of leave :
  - b) the date of expiry of leave :
12. Are any negotiations or preliminary enquiries being made so that delivery may be taken of the Motor car / Motor cycle within one month from the date of drawal of the advance ? :
13.
  - a) Certified that the information given above is completed and true. :
  - b) Certified that I have not taken delivery of the Motor car / Motor cycle 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 / Motor cycle 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. :

Date, the \_\_\_\_\_

Applicant's signature & Designation