

APPENDIX 'D'

**FORM OF APPLICATION FOR FINAL PAYMENT/TRANSFER TO CORPORATE BODIES/
OTHER GOVERNMENTS OF BALANCES IN THE PROVIDENT FUND ACCOUNT OF**

To

The PCDA (Navy)
Coast Guard Section
Mumbai

Through

The Asst Director (OA&R)
Coast Guard Headquarters
New Delhi

Sir,

I am retiring on superannuation from Coast Guard Service with effect from _____.
I joined service with Indian Coast Guard on _____.

2. My Provident Fund Account No. is _____

3. I desire to receive payment through my service/through the Bank/Treasury/Sub-treasury. Particulars of my personal marks of identification, left hand thumb and finger impressions (in the case of illiterate subscribers) and specimen signature (in the case of literate subscribers) in duplicate, duly attested by a Gazetted Officer of the Government, are enclosed.

PART – I

(To be filled in when the application for final payment is submitted up to one year prior to retirement)

4. I request that the amount of Rs.....standing to the credit in my Provident Fund Account as indicated in the Accounts Statement issued to me for the year.....(enclosed)/as appearing in my ledger account being maintained by you.....Treasury/Sub-treasury/Head of Office, may please be arranged to be paid to me as first installment of final payment.

5.

6. After payment of the first installment of my Provident Fund balance, I will apply for the payment of subsequent installments in part II of the Form immediately on retirement.

Yours faithfully

Station : _____	Signature _____
Date: _____	Name : _____
	Address : _____

This applies only when payment is not desired through the Head of Office.

(FOR USE BY HEAD OF OFFICES)

Forwarded to the CDA (Navy), CG Section, Mumbai for necessary action.

2. The Provident Fund Account No. of _____
(as certified from the Statement furnished to him/her from year to year) is _____

3. He is due to retire from Government service on _____.

4. Certified that he /she had taken the following advances in respect of which.....Installment of Rs.....are yet to be recovered and certified to the Fund Account. The details of the final withdrawals granted to him/her are also indicated below:

Temporary advances

1.
2.
3.
4.

Final withdrawals

Signature of the Head of Office

PART-II

(To be submitted by the subscriber immediately after his retirement. This Part is also applicable in the case of subscriber who applies for final payment for the first time after the date of superannuation, discharge, resignation, etc.)

~~In continuation of my earlier application, dated.....for the final payment of Provident Fund balances, I request that the entire balance at my credit with interest due under the rules may be paid to me.~~

OR

I request that the entire amount at my credit with interest due under the rules may be paid to me through my office/transferred to my Bank. My Account No. is _____ and address of my Bank is as under:-

Name of the Bank: _____
Address: _____

Signature _____
Name: _____

(FOR USE BY HEADS OF OFFICES)

1. Forwarded to the CDA (Navy), CG Section, Mumbai for necessary action/in continuation of Endorsement No.....dated.....
2. He / She has finally is retiring on superannuation from CG service/will proceed to leave preparatory to retirement for.....months/has been discharged/dismissed/has been permanently transferred to...../has resigned finally from Government Service/has resigned Service underGovernment to take up appointment with.....and his/her resignation retirement has been accepted with effect from _____ forenoon/afternoon. He / She joined service with Indian Coast Guard on _____ forenoon/afternoon.
3. The last fund deduction was made from his/her pay in this Office Bill No.....dated.....,for Rs.....(Rupees.....), cash voucher No.....of.....treasury, the amount of deduction being Rs.....and recovery on account of refund of advance Rs.....
4. Certified that he/she was neither sanctioned any temporary advance nor any final withdrawal from his/her Provident Fund Account during the 12 months immediately preceding the date of his/her quitting service under.....Government/proceeding on leave preparatory to retirement or thereafter.

OR

Certified that the following temporary advances/final withdrawals were sanctioned to him/her and drawn from his/her Provident Fund Account during the 12 months immediately preceding the date of his/her quitting service under.....Government/proceeding on leave preparatory to retirement or thereafter.

<u>Amount of advance/withdrawal</u>	<u>Date</u>	<u>Voucher number</u>
1. _____.	_____
2.
3.

5. *****

6. It is certified that no demands/following demands of Government are due for recovery.

7. Certified that he/she has not resigned from Government Service with prior permission of the Central Government to take up an appointment in another Department of the Central Government or under State Government or under a body corporate owned or controlled by the state.

.....

(Signature of Head of Office)

Form of Application for Final Payment of Balances in the Provident Fund Account of a SUBSCRIBER to be used/nominees or any other claimants where no nomination subsists