

**Form of Application for Final Payment/Transfer to Corporate Bodies/
Other Governments of Balances in the Provident Fund Account of**

To

The Controller Defence Accounts (Navy/CG)
(for AO, CGPAO, Noida)
Sector-62, Noida-201301

Through

The Asst Director (CGVC)
Coast Guard Headquarters
New Delhi - 110001

Sir,

I am retired/ retiring on Superannuation/ voluntary from Coast Guard Service with effect from _____. I joined service with Indian Coast Guard on _____(FN).

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:

Date: _____

Signature : _____

Name : _____

P.No. : _____

Address : _____

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

(FOR USE BY HEAD OF OFFICES)

Forwarded to the CGPAO Noida 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 / ~~She is due to retire~~/has been retired 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:

Signature _____

Address:

Name:

Address:

(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. Rs. _____/- .	_____	_____
2. Rs. _____/- .	_____	_____
3. Rs. _____/- .	_____	_____

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

To

The Controller Defence Accounts (Navy/CG)
(for AO, CGPAO, Noida)
Sector-62, Noida-201301

Through

The Assistant Director (CGVC)
Directorate of Personnel,
Coast Guard Headquarters
New Delhi - 110001

Sir,

It is requested that arrangements may kindly be made for the payment of the accumulations in the _____ Provident Fund.