

# APPLICATION FORM FOR HOUSE BUILDING ADVANCE

1. Name of Applicant (In Block Letters) : \_\_\_\_\_
2. Designation : \_\_\_\_\_
3. Scale of Pay : \_\_\_\_\_
4. Present Pay (Excluding allowance but dearness pay, if any) : \_\_\_\_\_
5. Office in which employed \_\_\_\_\_
- 6 .(a) Purpose of advance: \_\_\_\_\_  
(b) Emoluments on which loan is admissible \_\_\_\_\_
7. Assessed cost of construction: \_\_\_\_\_
8. Whether any advance has been drawn previously for HBA/repair under any Rules scheme, if any:
  - i) Date of drawl of the advance: \_\_\_\_\_
  - ii) purpose for which the advance was drawn \_\_\_\_\_
  - iii) Amount of Advance \_\_\_\_\_
  - 1v) Pay on which the advance was calculated \_\_\_\_\_
  - v) Rules/scheme under which the advance was drawn: \_\_\_\_\_
  - vi) whether the house so built/purchased with advance has been sold, if so indicate sale proceds: \_\_\_\_\_
9. Date of entry into Govt. service \_\_\_\_\_
10. Date of retirement from Govt. Service: \_\_\_\_\_
11. Whether permanent or temporary Govt. Servant, if temporary, adequate surety of Permanent Govt. Servant be furnished in Addition to mortgaging the house to Govt. \_\_\_\_\_
12. An undertaking to the effect that the balance if any left after the use of athe advance for the purpose For which it is taken, will be refunded to Govt. immediately. \_\_\_\_\_
13. The place and full particulars of the house for Which the advance is required, place where the plot/ House is situated  
Surrounded by in the month \_\_\_\_\_  
East.....South.....  
West.....
14. A certificate to the effect that the advance is required for the kbonfide personal residence \_\_\_\_\_
15. A certificate to the effect that the applicant has An undisputed title of the house /plot \_\_\_\_\_

16. Documentary proof to show that the house is required to be constructed within the year \_\_\_\_\_ or \_\_\_\_\_ bargain for the purchase of plot/house as the case may be finalized. \_\_\_\_\_

17. Number of installements in which the advance Is proposed to be repaid \_\_\_\_\_

18 Time by which official proposed to undertake the construction of the house and its completion \_\_\_\_\_

19. Whether husband/wife is in Govt.service, if yes: the Govt. Deptt./ office in which employed \_\_\_\_\_

Whether he/she has ever applied for loan for HBA has ever applied for loan for HBA/purchase of house/ Purchase of plot, if so give details \_\_\_\_\_

Certified that the above information is correct to the best of my knowledge and that I undertake to mortgage plot/house in favour of Government and execute a stamped mortgaged deed in accordance with Indian stamp duty Act and also get it registered.

Certified that I have no residential house in the Indian Territory.

Signature of Applicant.  
Designation  
Office address.

Dated: