

**K.F.C. FORM 40**  
[See Chapter IX, Article 245 (a)]

**Application form for advance for the purchase of cycle**

1.	Name of applicant	
2.	Designation	
3.	(a) Date of birth (b) Date of superannuation/Retirement	
4.	Whether the applicant is (a) a pensionable employee of the State Government/ Government owned industrial concern (b) a member of the work-charged establishment (c) a full-time contingent employee	
5.	Whether the applicant is permanent, officiating or temporary	
6.	If officiating or temporary, the number of years of continuous service put in by the applicant	
7.	(a) Scale of pay	
	(b) Monthly pay (i) Substantive pay (ii) Officiating pay or pay drawn in a temporary post if the applicant holds no substantive post (iii) Dearness pay	
8.	Amount of advance required	
9.	Anticipated price of the cycle proposed to be purchased	
10.	Whether advance for similar purpose was obtained previously, if so, (a) the number of advances availed of	
	(b) the month in which the previous advance was drawn	
	(c) whether the amount of advance with interest thereon has been fully repaid	
	(d) if not, the amount of advance and/or interest thereon still outstanding	

11.	Has the cycle purchased with the previous advance become unserviceable	
12.	Whether the intention is to purchase (a) a new or an old cycle	
	(b) the name of the dealer, agent or person from whom it is proposed to be purchased	
13.	Are any negotiations or preliminary enquiries being made so that delivery may be taken of the cycle within one month from the date of drawal of the advance	

14. Certified that the information given above is complete and true

Station:

Signature and designation of the applicant

Date:

I certify that the facts stated above are correct. The applicant is not likely, as far as can be foreseen, to be ousted from service, before the repayment of the advance. I consider that the possession of a cycle would increase the efficiency of the applicant in the discharge of his official duties.

Signature of the Head of Department/Office.