

APPLICATION FOR THE PURCHASE OF MOTOR CAR ADVANCE

- (1) Name of Government employee :
- (2) Designation :
- (3) Name of Office/Deptt. :
- (4) Basic Pay :
- (5) Amount of Advance prayed for the purchase of Motor Car :
- (6) The number of instalments by which the amount of advance is desired to be repaid :
- (7) Whether any advance was sanctioned earlier for purchase of Motor Car/Motor Cycle
If so :
 - (i) The amount of advance sanctioned :
 - (ii) The date of drawal :
 - (iii) The amount of advance and interest outstanding :
- (8) Whether the previous car purchased with Government advance has been sold and if so, the amount of the sale proceeds :
- (9) Whether a new or old car is desired to be purchased :
- (10) Whether any negotiation or preliminary enquiry has been made to ascertain the expected date of delivery of the Car by the Vendor :
- (11) Whether proforma invoice of the car including the expected date of delivery is enclosed :
- (12) A detailed statement is to be furnished showing how the balance amount (the difference between the actual price of the car and the amount of Motor Car Advance) is to be provided by the applicant. He should specify against this item if such a statement is enclosed :
- (13) Date of (i) entry into Government Service :
(ii) Superannuation of the Govt. employee/expiry of contract in case of a contract officer :

I undertake to :

- (i) use the care in the discharge of my duties and not for earning income of any kind accruing to me or any member of my family directly or indirectly ;
- (ii) furnish the authenticated proof of Registration, Insurance and payment of Tax-token of the vehicle in question within one month of the date of purchase.

Date :

*Full signature of the applicant
with designation.*