

**FORM NO:- 10(B)**  
**FOR NON-GAZETTED OFFICER**

**FORM OF APPLICATION FOR FINAL PAYMENT OF BALANCE IN THE  
GENERAL PROVIDENT FUND ACCOUNT**

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To  
The Accountant General, Tripura  
Agartala, West Tripura

Through the Head of office and DDO

Sir,

I am to retire/have retired/have proceeded on leave preparatory to retirement for \_\_\_\_\_ month(s)/have been dis-charged/dissmised wef forenoon/afternoon of \_\_\_\_\_.

I have not opted for the continued retention of my provident fund money in the fund in terms of the Ministry of Finance Memo No.2 (22) EV/57 dt.18-12-1957 as extended from time to time. I therefore request that arrangement may kindly be made to pay the entire amount at my credit with interest due under the Rule.

**OR**

I have opted for the continued retention of my provident fund money in the fund in terms of the Ministry of Finance Memo No.2B (22) EV/57 dt.18-12-1957 as extended from time to time. And my option has been forwarded vide letter No.F. \_\_\_\_\_ dt. \_\_\_\_\_ is attached. I request that arrangement may kindly be made to pay me sum of Rupees \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

My provident fund account No is T/EDN/\_\_\_\_\_ And desire to receive payment through my office/through the \_\_\_\_\_ Post office. Particulars of my personal identification, photograph, left hand thump and finger impression (incase illiterate subscriber) and specimen signature (in case of literate subscriber) in duplicate dully attested by a gazetted officer of the government are enclosed.

The under mentioned life insurance policies financed by me from my provident fund account may kindly be released.

Policy No	Name of the company	Sum assured
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Station:-  
Dated:-

Yours faithfully,

(Name in block letter) : -  
Permanent Address : -

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**(This applies only whom payment is no desire through the Head of Office)**

Forwarded to the Accountant General, Tripura, Agartala for favour of information and necessary action.

2. The \_\_\_\_\_ provident fund account No \_\_\_\_\_ of Sri/Smt/Md \_\_\_\_\_ (as verified from the statement furnished to him/her from \_\_\_\_\_ year to year) is T/EDN/\_\_\_\_\_.

3. He/She has finally been retired/has proceeded on leave/preparatory to retirement for \_\_\_\_\_ months/has been discharge/dismissed reigned finally from Govt. service and his/her resignation has been accepted with effect from \_\_\_\_\_ AN/FN

4. The last fund deduction was made from his/her pay in this office bill No \_\_\_\_\_ dt. \_\_\_\_\_ for Rs \_\_\_\_\_ (Gross) and drawn under cash voucher No \_\_\_\_\_ dt. \_\_\_\_\_ from \_\_\_\_\_ treasury, the amount being deduction \_\_\_\_\_ and recovery on account of refund of advance Rs \_\_\_\_\_

6. Certified that he/she was neither sanctioned any temporary advance nor any final withdrawal from his/her provident account during the 12 Months immediately proceeding the date of his/her quitting the service proceeding on leave/preparatory to retirement or thereafter.

OR

Certified that the following temporary advance/part final withdrawal(s) were sanctioned to him/her and drawn from his/her provident account during the 12 Months immediately proceeding the date of his/her quitting the service proceeding on leave/preparatory to retirement or thereafter

Sl. No.	Amount of Advance/ Withdrawal	Bill No. & Date	Voucher No & Date
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7. Certified that no amount was withdrawn/the following amounts were withdrawn from his/her Provident Fund account during the 12 Months immediately proceeding the date of his/her service/quitting on leave/preparatory to retirement or thereafter for payment of insurance premium or for purchase of a new policy.

Sl. No.	Amount of Advance/ Withdrawal	Bill No. & Date	Voucher No & Date
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7. He/she has not opted for the continuous retention of his/her provident fund money in the fund in terms of the Ministry of Finance Memo No.F.28 (22)-EN//57, dt. 18<sup>th</sup> December, 57 as extended from time to time.

OR

He/she opted for the continuous retention of his/her provident fund money in the fund in terms of the Ministry of Finance Memo No.F.28 (22)-EN//57, dt. 18<sup>th</sup> December,

57 as extended from time to time and his/her option has been forwarded vide this office letter No \_\_\_\_\_ dated \_\_\_\_\_

8. Certified that he/she has not resigned Govt. service to make up appointment another department of the central Govt. or under a state Govt. or under a body corporate owned or control by the Government

CERTIFICATE BY THE HEAD OF OFFICE/DEPARTMENT

Forwarded in continuation of endorsement No.

\_\_\_\_\_

Dated \_\_\_\_\_

1- It is certified due verification with reference to the records available in my office that no temporary advance/final withdrawal was sanctioned to the applicant from his/her provident fund account during the 12 months immediately proceeding the date of his/her quitting the service under \_\_\_\_\_ Government/proceeding on leave/preparatory to retirement or thereafter.

OR

2- It is certified due verification with reference to the records available in my office that no temporary advance/final withdrawals sanctioned to and drawn by the applicant from his/her general Provident Fund Account during the 12 months immediately proceeding the date of his/her quitting service under \_\_\_\_\_ Government/proceeding on leave/preparatory to retirement or thereafter.

Sl. No.	Amount of Advance/Withdrawal	Bill No. & Date	Voucher No & Date
1			
2			

3- It is certified that no demands/following demands of the Government are due for recovery from the concerned employee.

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4- Certified that he/she has not resigned from Government service with prior permission of the Central Government to take up an appointment in the another Department of the Central Government or under a State Government or a body Corporate owned or control by the State.

Signature of the Head of Office/Department