



**B. Details of DA Credited to GPF since Last Credit Card**

Sl. No.	No. and Date of G.O as per which the DA arrears was credited to PF	Period to which arrears relate	Amount credited to GPF	Date of encashment of the bill	Gross amount of the bill	Net amount of the bill	Name of Treasury
1	2	3	4	5	6	7	8

**C. Details of withdrawals made after the Last Credit Card**

No. and date of sanction	Date of drawal	Amount	Name of Treasury	Nature of advance TA or NRW	Purpose
1	2	3	4	5	6
Total					

If there is no withdrawal since the Last Credit that fact should be specifically stated in the proforma.

**D. Abstract**

1. Total amount at credit as per last credit card for the year 20.....`
2. Total amount credited to PF account after last credit card`  
(Total of A&B above)

3. Grand Total (items 1+2 above) `
4. Total amount of advance drawn after the issuance of the last Credit card (Vide details furnished under C above). `
5. Total amount of DA arrears and Pay Revision arrears if any not due for withdrawal as per existing Government Orders `
6. Grand total (item 4+5) above `
7. Net balance at credit of the subscriber (3-6) on the date of application `

Certified that the particulars furnished above have been verified with reference to pay abstract, acquittance roll, PF Pass Book and other connected records and found correct.

*Signature of Drawing and Disbursing  
Officer/Signature of subscriber in  
the case of Gazetted Officer*

Place:

Name:

Date:

Designation:

FORM G

[See rules 20 & 37 (1)]

APPLICATION FOR NON-REFUNDABLE WITHDRAWAL FROM THE  
GENERAL PROVIDENT FUND (KERALA)

1. Name and designation of the subscriber :  
and full official and residential address  
with PIN code.
2. Basic Pay :
3. (a) Provident Fund Account Number :  
(b) Permanent Employee Number :  
(PEN)  
(c) Reference Number of Annual :  
Statement received from the  
Accountant General indicating  
Section number and Branch
4. Date of retirement :
5. Total service (in years) under :  
Government as on this date
6. Object of the withdrawal :
  - (a) If the withdrawal is required for :  
meeting the expenditure in connection  
with the :-
    - (i) higher education of any child or :  
department of the subscriber
    - (ii) marriage of a son or daughter or any :  
other female relative dependant of  
the subscriber; if he has no daughter.
    - (iii) illness of the subscriber or any person :  
actually dependant on him:
      - (iv) (a) acquisition of land or :  
acquisition of house site  
(b) acquisition of house or acquisition of :  
ready built flat
    - (v) (a) construction of a house :  
(b) addition, alteration or reconstruction :  
of house:
      - (c) maintenance/repair or upkeep of :  
house

- (vi) purchase of car, motorcycles/scooter :
- (b) Whether the withdrawal is required for repayment of loan taken for any of the above purposes :
- 7. Amount of the withdrawal proposed (both in figures and words) :
- 8. Name of the Treasury at which payment is desired :
- 9. (a) whether any non-refundable withdrawal was made by him from the fund previously for the same or different object and, if so, furnish the details thereof :
- (b) If any withdrawal was made as mentioned above, state whether he had submitted the utilization certificate in respect of that withdrawal to the appropriate authority within the prescribed time limit. If the certificate was not submitted within the said period, furnish the reasons therefore :

**DECLARATION**

I, ..... do hereby declare that the above statements furnished by me are true and that I agree to abide by the General Provident Fund (Kerala) Rule as amended from time to time. I do hereby further declare that I shall accept the amount as admissible and authorized by the Accountant General (A&E), Kerala.

Place .....

Dated signature of the subscriber  
with full official address

(To be filled in by the Head of Office/Department)

I recommend for sanction the withdrawal of ` .....(Rupees..... only) by the subscriber.

CERTIFICATE

1. It is certified that I have verified the particulars furnished by the subscriber against column 2,3,4,5 and 9 with reference to the relevant records in my office and that they are found to correct.
2. It is also certified that I have caused enquiries to be made about the statement contained in the application regarding the object of the proposed withdrawal and that I am satisfied that it is bona fide.

Station .....

Dated signature of the  
Head of Office/Department

VERIFICATION REPORT

1. Total amount at the credit of the subscriber in the Fund.
2. Amount admissible under the rules.
3. Rules(s) under which the sanction permitting the withdrawal by the subscriber is to be accorded.
4. Any other facts, which require special consideration.

Head of Office/Department

Endt. No..... dated

To

The.....  
.....  
.....

In respect of a subscriber who is non-gazetted the verification report shall be furnished by the Head of Office with reference to the latest annual account slip issued by the Accountant General and the Office copies of the pay bills, etc., relating to the subsequent period.

In the case of Gazetted Officer, the Head of Office/Department shall furnish the verification report in the application with the help of the latest annual account slip issued from the Office of the Accountant General and certificate from the Gazetted Officer, showing subsequent deductions from his pay and advances/withdrawals, if any, taken from his account.