

TAMIL NADU ELECTRICITY BOARD

APPLICATION FORM FOR GRANT OF ADVANCE TO BOARD EMPLOYEES FOR THE BUILDING ETC. OF HOUSE.

- 1) a) Name in Black letter :
- b) Designation :
- c) Scale of pay :
- d) Present pay including Dearness Allowance but excluding other allowance :
- 2) a) Department and Office in which employed :
- b) Station where posted :
- 3) Please State:
 - a) Whether you are a permanent or non-permanent TNEB Employee and the length of service rendered under the TNEB :
 - b) Your Permanent post if any, and the name of office and Department concerned. :
 - c) Date of Birth :
 - Age :
 - Next Birth day :
 - d) Date of Retirement :
 - e) If your Wife/Husband a TNEB Board employees? If, so give her/his name, designation etc. :
- 4) Do your or does your wife / husband minor child already own a house (See rule 2(b) if so, please state. :
 - a) Station where it is situated :
 - b) Floor area (in Square metre) :
 - c) Its approximate valuation :
 - d) Reasons for desiring to own another house :
- 5) a) Do you require the Advance for purchase of a plot and building a new house thereon? If, so please indicate. :

- i) When and how do you propose to acquire the plot? :
- ii) Name of the City or Town where it is situated :
- iii) Whether you wish to settle there after retirements :
- iv) Name of the Municipal or any other local Authority (if any) in whose jurisdiction it is located :
- v) Area of the plot in Square Metres :
- vi) Cost of the Land :
- vii) Approximate Floor area of house proposed to be constructed. (In Square Metres) :
- viii) Cost of the Building :
- ix) Total :
- x) Amount of advance required :
- xi) No. of years in which the Advance with interest is proposed to be repaid } :

NOTE :

The approved layout should accompany the application. The detailed estimates and plan duly approved by the local authority should be produced at the appropriate stage (viz) after drawl of 2nd Instalment intended for construction.

- b) Do you require the Advance for building a new houses? if so please indicate? :
- i) Whether you are already in possession of land :
- ii) Name of the City or Town where it is situate :
- iii) Whether you wish to settle there after retirement? :
- iv) Name of the Municipal or any local Authority (if any) in whose jurisdiction it is located :
- v) Area of the plot in Sq. metre :

- vi) Floor area of the house proposed to be constructed (square Metres) :
- vii) Estimate cost :
- viii) Amount of advance required :
- ix) No. of years in which the Advance with interest is proposed to be repaid. :

NOTE :

Specification, Estimates and plan duly approved by the local Authority concerned should accompany the application. :

6) Do you require the advance for enlarging living accommodation in an existing house? if so, please state. :

- a) Number of rooms in the house (excluding lavatory, both room and Kitchen) :
- b) Total Floor areas of the rooms (in Square metre) :
- c) If an additional storey is proposed to be added, is the foundation strong enough ? :
- d) Particulars of additions desired :

 - i) Number of rooms :
 - ii) Floor Area (in Square metre) :

- iii) Estimate cost :
- iv) Amount of Advance desired :
- v) Number of years in which the advance with interest is proposed to be repaid. :

NOTE: A plan of the House should accompany the application.

7) Do you require the advance for purchasing a ready - Built house? if so please state : :

- a) Exact location of the house :
- b) Floor area of the house (in square Metre) :

- c) Plinth area of the house :
- d) Approximate age of the house :
- e) Municipal valuation of the house :
- f) Name and address of the owner :
- g) Approximate price expected to be paid. :
- h) Amount of advance required :
- i) No of years in which the advance with interest is proposed to be repaid :
- j) Have you satisfied yourself that the transaction would result in your acquiring an undisputable title to the house. :

NOTE: A plan of the house should accompany the application. :

- 8) Is the land on which the house stands, or is proposed to be constructed free hold or lease hold if lease hold please state :

 - a) The term of lease :
 - b) How much of the term has already expired :
 - c) Where conditions of the lease permit the land being mortgaged to TNEB. :
 - d) Premium paid for the plot :
 - e) Annual Rent of the Plot :

NOTE :
A copy of the lease cum-sale deed should accompany the application :

- 9) a) Is your title to land / House undisputed and free from encumbrances ? :
- b) Can you produce, if required original documents (Sale or lease deed) in support of your title? If not state / reasons therefore indication what other documents or proof, if any can you furnish in support of your title (Sec. items 5 (b) and 6 above)

- c) Does the locality, in which the plot of land / house is situated possess essential services like roads water supply drainage sewages, Street lighting etc. (Please furnish a site plan with complete address)
 - d) Whether previous sanction of the prescribed authority has been obtained or whether any application has been made for obtaining such previous sanction in respect of the house/purchase of house/plots as such prior sanction is necessary under the TNEB employees Conduct Regulations.
- 10) Is Rule 5 (3) (b) application be your Case ? If so state :
- a) The name and designation scale of pay Office, Department etc. of the permanent servant.
 - b) The date on which the proposed surety is due to attain the age 58 years.
- 11) If the advance applied for is required for the purchase of a ready built house or partly for the purchase or plot and partly for the construction of a house thereon, is there any relationship between and you and vender of the ready built house/plot? If so, the exact relationship may be indicated

I solemnly declare that the information furnished by me in reply to the various items indicated above is true to the best of my knowledge and belief.

I have read the Rules regulating the grant of advances to the employees of the Board for building etc. of Houses and agree to abide by them and terms and conditions stipulated therein.

I certify that.

- i) My wife/husband is not a T.N.E.Board employee and not obtained an advance.
- ii) Neither I nor my wife/husband has applied for and obtained an advance or loan from any other source for the acquisition of a house.

- iii) That the house proposed to be purchased/constructed/enlarged is required for my bonafide personal use.
- iv) That the construction of the house for which the advance has been applied for has not yet been commenced.
- v) I do not own any house either in my name or in the name of my wife or in the name of any of my minor Children.
- vi) The construction of the house for which the advance has been applied for has not yet been commenced/has already been commenced and come upto basement level/Plinth level/roof level.

SIGNATURE OF THE APPLICANT

Station :

Dated :