



TAMIL NADU POLLUTION CONTROL BOARD

76, MOUNT SALAI, GUINDY, CHENNAI – 600 032

TAMIL NADU FINANCIAL CODE FORM-12 CHAPTER-X ARTICLE 230

Form of Application by a Government servant for an advance for purchase of a motor car/ motor cycle/ scooter/ moped.

1	Name of the applicant	:	
2	Designation	:	
3	Name of office in which the applicant is employed	:	
4	Residential address of the applicant	:	
5	a) Basic Pay	:	Rs.
	b) Scale of Pay	:	
6	Gross salary per month (indicate every item separately)	:	Rs.
7	Carry-Home Salary (Net)	:	Rs.
8	Date of joining Government service	:	
9	Details as to the post in which the applicant is an approved probationer (or) the post in which he is confirmed.	:	
10	Date of Birth	:	
11	Date of Retirement	:	
12	Amount of advance applied for	:	Rs.
13	Type of vehicle for which advance is applied for (Name of the Vehicle & the Model)	:	
14	State whether the vehicle to be purchased is new or old	:	
15	Name of the firm or party from whom the vehicle to be purchase with full address	:	
16	In the case of new vehicle, state proforma invoice of the firm for the vehicle is enclosed	:	

17	In the case of old vehicle, state whether letter of consent by the seller is enclosed	:	
18	Price of the vehicle to be purchased	:	Rs.
19	Whether the seller of the old vehicle is related to the applicant	:	

--2--

20	If the applicant was already in possession of a vehicle, furnish the following details	:	
a	Name of the vehicle he was in possession of	:	
b	The period (denoting the dates from to) during which he was in possession of the vehicles	:	
c	The date on which he sold the vehicle	:	
d	Sale price of the vehicle	:	
e	Whether the old vehicle was purchased with the advance obtained from the Government Board	:	
21	Whether at present the applicant is in possession of any vehicle. If so, furnish the following details	:	
a	Name of the vehicle	:	
b	The date from which he is in possession of the vehicle	:	
c	Whether the vehicle was purchased with the advance obtained from the Government	:	
d	The proposed sale price of the vehicle	:	
22	Whether the applicant has given away as gift or sold the vehicle purchased out of Government advance or out of his personal funds as the case may be	:	
	If so, the date on which it was sold and the sale price, may be furnished	:	
23	Whether the applicant has applied for the first time for vehicle advance	:	
24	If no, the No.of times the applicant has received vehicle advance previously, the number and the date of sanction orders as well as the amount of advance sanctioned	:	
25	If the applicant was sanctioned with vehicle previously whether such sanction order has been cancelled consequent to his non-availing of the	:	

	advance		
26	If so, the details there of if the applicant was sanctioned with vehicle advance and availed the same	:	
27	Whether he was directed to repay the vehicle advance so availed in full for the reason that the vehicle was purchased in violation of or in contravention of rules. If so, the details thereof	:	

--3--

28	If the price of the vehicle is in excess of the amount of advance applied for the proposed source from which he wants to meet out the difference	:	
29	Whether the applicant has now applied for advance for the purchase of Motor Car/ Motor Cycle/ Scooter/ Moped having already availed cycle advance from Government	:	
30	If so, state the number and date of sanction of order for the cycle advance	:	
	a Certified that the particulars given above are complete and true	:	
	b Certified that I have not purchased the _____ vehicle for which I have enabled for advance, till date, that shall complete the payment for and take possession of the _____ vehicle before the expiry of one month from the date of drawal of the advance and I shall insure it within one month from date of taking delivery of it.	:	
31	a Whether the applicant is on leave	:	
	b If so, the nature of leave	:	
	c The date from which the applicant is on leave	:	
	d Date of expiry of leave	:	
32	a Whether the applicant is likely to proceed on leave	:	
	b If so, the nature of leave	:	
	c The date from which the applicant is likely to proceed on leave	:	
	d Date of expiry of leave	:	

Date:

Place:

SIGNATURE OF APPLICANT



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ANNEXURE – I

CHECK LIST

TOWARDS SANCTION OF TWO WHEELER/ FOUR WHEELER

1	Name of applicant	:	
2	Designation	:	
3	Office in which working	:	
4	Date of joining of 1 st appointment	:	
5	Date of retirement	:	
6	Whether he/she is an approved probationer	:	
7	Basic pay (Special Pay/ P.P/ to be indicated separately) Salary deduction particulars may be furnished)	:	
8	Whether this is the first advance applied for	:	
9	If it is a second advance specify whether there is an interval of 6 years from the date of sanction of the first advance	:	
	a) enclose the copy of the 1 st Vehicle Advance Proceeding	:	
	b) enclose the copy of the hypothecation cancellation of the 1 st Vehicle purchased by availing loan from TNPC Board	:	
10	Whether necessary bonds/ agreement is furnished by the applicant	:	
11	Whether the proforma invoice furnished	:	
12	If the cost of the vehicle is more than that of the eligibility, source of meeting the difference amount by the applicant, mention the source	:	