



NAGALAND UNIVERSITY

(A Central University Estd. By the Act of Parliament No.35 of 1989)

Headquarters : Lumami - 798627

APPLICATION FOR HOUSE BUILDING ADVANCE

1. Name of the employee :
(In block letters)
2. Department/Section :
3. Date of joining the University service :
4. Post held- :
 - i) Permanent :
 - ii) Temporary/Offg :
 - iii) Length of service on the date of application :
5. Present pay as defined in Rule 4(b) and scale of pay :
6. Whether governed by Pension rules :
7. Date of retirement :
8. Amount of provident fund/
Any other advance/final
Withdrawal taken for
Purchase of land/construction
(An attested copy of the
Sanction to be enclosed) :

PARTICULARS RELATING TO ADVANCE

9. If advance is needed for purchase of a plot and/or construction of a new house, please give the following information:-

Contd....2/-

A. Plot

Location with address	Rural/Urban	Is it clearly demarcated & developed	Approximate area(in sq. mtr)	a) Cost b) Amount actually paid	If not purchased, when proposed to be acquired	Unexpired portion of lease, if not freehold
1	2	3	4	5	6	7

B. Construction:

Floor-wise area to be constructed(in sq. mtrs)	Estimated cost	Amount of advance required (for land/construction/both)	No. of installments for repayment
8	9	10	11
G. Floor			
1 Floor			
11 Floor			

Contd....3/-

10. If advance is required for enlarging the existing house, please state-

Location with address	Plinth (in sq. mtrs)	Plinth area proposed for enlargement(in sq. mtrs)	Cost of construction/acquisition of existing house	Cost of proposed enlargement	Total plinth area (2+3)	Total cost (4+5)	Amount of advance required	No. of installments for repayment
1	2	3	4	5	6	7	8	9

Note: If enlargement is proposed of any floor other than ground floor, a certificate from an approved Engineer to the effect that the foundations of the existing structure can safely take the load of the proposed enlargement, should be enclosed.

11. If the advance required for purchasing a ready-built house/flat, please state-

Location with address	Plinth area	When constructed	Price settled	The agency from whom to be purchased	Amount a)already paid b)to be paid	Amount of advance required	No. of installments for repayment
1	2	3	4	5	6	7	8

Contd....4/-

MISCELLANEOUS

12. If you have any dependent member of your family who already own(s) a house, please state-

Location with address	Plinth area(floor wise)	Present fair market value	Reasons for acquiring another house or enlarging the existing house.
1	2	3	4

13. (a) Whether the applicant's Interest in the property is in Full or part(in case of partial Interest, the extend of such Interest must be indicated) :

(b) Whether freehold or lease hold :

14. Please enclose the following-

i. Construction plan, specification and estimates :

ii. Non-encumbrance Certificate :

iii. Copy of Sale Deed :

iv. Copy of the Site Plan :

v. If the advance is for the purchasing of land, an attested copy of letter from the seller indicating the price settled and his willingness to transfer possession within two months :

vi. If the advance is for buying a ready Built house, an attested copy of letter from the seller indicating the price settled and his willingness to hand over a clearly distinguishable Property within two months

DECLARATION

1. 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.
2. I have read the rules regarding the grant of advance to Central Government Servants for purchase of land and purchase or construction of building, etc. and agree to abide by the terms and conditions stipulated therein.
3. I certify that:-*
 - i. My wife/husband is not a central Government Servant/my wife/husband who is a Central Government Servant, has not applied for and/or obtained an advance under these rules.
 - ii. Neither I nor my wife/husband/my child has applied for and/or obtained any loan or advance for acquisition of a house in the past from any Government sources (eg. Ministry of Rehabilitation or under any Central or State House Scheme).
 - iii. The Construction of the house for which the advance has been applied for has not yet been commenced.

Station.....

Signature of the applicant.....

Dated.....

.....
(Full name in Block letters)

Designation.....

Department/Section.....

a. Strike out the alternative(s) not applicable.