

UNIVERSITY OF KERALA

FORM Q

[See rules 39 (5)]

(For Non-Gazetted Officers)

FORM OF APPLICATION FOR FINAL TRANSFER OF BALANCES IN THE PROVIDENT FUND ACCOUNT TO CORPORATE BODIES/OTHER GOVERNMENTS

To

The Accountant General

Through..... (The Head of Office/ Department)

Sir,

I have been permanently transferred to / have resigned finally from Government service to take up appointment with..... and my resignation has been accepted with effect from..... F.N/ A.N. I joined service with effect from F.N/ A.N of.....

2. I request that the entire amount at my credit with interest due under the rules may be transferred to my Provident Fund Account No..... when opened.

Yours faithfully,

(Signature)

Name and Address

Station:

Date:

(For use by Heads of Offices)

1. Forwarded to the Accountant General..... for necessary action.
2. The Provident Fund Account Number of Shri/ Smt./Kumari.....
(as verified from the statements furnished to him/ her from year to year) is
3. He/ She has been permanently transferred to/ has resigned finally from Government service with prior permission of Government to take up appointment with..... and he/ she has been relieved his/her resignation has been accepted with effect from..... F.N/ A.N.
4. The last fund deduction was made from his/her pay in this Office Bill No..... dated for ₹ (Rupees)
cash voucher No..... of Treasury, the amount of deduction being ₹and recovery on account of refund of advance ₹.....

PTO

5. Certified that he/ she was neither sanctioned any temporary advance nor any final withdrawal from his/ her Provident Fund account during the 12 months immediately preceding the date of his/her quitting service under Government.

OR

Certified that the following temporary advances / Final withdrawals were sanctioned to him/her and drawn from his/her Provident Fund Account during the 12 months immediately preceding the date of his/her quitting service under Government.

<i>Amount of temporary advance</i> ₹	<i>Amount of non-refundable withdrawal</i> ₹	<i>No. and date of sanction</i>	<i>Date of withdrawal</i>	<i>Voucher No.</i>

Signature of Head of Office/Department.