

**APPLICATION FOR WITHDRAWAL FROM PROVIDENT FUND FOR  
CONSTRUCTION / PURCHASE OF HOUSE**

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**Tata Institute of Fundamental Research Provident Fund**

Trustees,  
T.I.F.R. Provident Fund  
Mumbai 400 005.

I have decided to construct an ownership house / purchase an ownership flat at \_\_\_\_\_. The details of the house to be constructed / flat to be purchased are as follows :-

- 1) Name of the village / town \_\_\_\_\_
- 2) Details such as survey No. of the Plot, Area of House \_\_\_\_\_
- 3) Name of the Contractor or Builder / Society through whom the flat / house is constructed \_\_\_\_\_
- 4) Total cost of the House / flat (Please give particulars with break up of estimate and necessary certificate from the authorised valuer / Society's architect. \_\_\_\_\_
- 5) Period of Completion (A certificate from the builder / society should be attached) \_\_\_\_\_
- 6) Ownership of the land (Certificate from village panchayat Office / Society) \_\_\_\_\_

I, request you to allow me to withdraw Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) to me from my provident fund (own Contri.) in \_\_\_\_\_ instalments (maximum instalments are allowed 3 only) to pay to the contractor / builder / society towards the payment of the cost of the said house.

I joined the Institute on \_\_\_\_\_ and have completed 10 years continuous service.

I agree to undertake the construction of the flat / house within 6 months from the withdrawal of the amount and complete within one year from the commencement of the construction. I am hereby giving a promisory note for the value received and undertake to refund the entire amount with interest, if the amount is not utilised for the reason other than the construction / purchase of my proposed flat / house.

I agree to abide by the rules and bye-laws of the Institute Provident Fund under which the withdrawal is being asked for. I undertake not to encumber or alienate the said house when constructed. I also declare that the said plot is free from any encumerances. Whenever required, I will produce the documents of my title to the said plot / flat and other documents for perusal.

I will furnish all necessary receipts and documents or payments to the contractor / builder / society. I also agree to assign the said house in favour of the Turstees at my cost, if required under the rules.

I hope you will consider my application synpathetically and favour me

Recommendation of Head  
of Section / Group

Signature

Name : \_\_\_\_\_

Section / Com. Code :

(Please bring 1 (One) revenue stamps for affixing to promisory note)

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(For Office Use only)

Provi fund balance of his/her Own Contri-

	As on 31.09.	:- Rs.	_____
Less :	Any Institute Loan	:	_____
	Any Provident Fund	:	_____
	Refundable Loan	:	_____
		:	_____

Net balance available for withdrawal Rs.

Eligible under Rule No. : 68 (1) (d) of Incometax rule 1962.

For Trustees

"Resolved that Shri. / Smt. \_\_\_\_\_  
in the Institute be allowed to withdraw a sum of Rs. \_\_\_\_\_  
(Rs \_\_\_\_\_) permissible under the rules to enable  
him / her to purchase a site and construction a house / acquire a residential accomodation as  
above subject to his / her fullfilling the conditions of withdrawal contained in part III of the  
Income Tax Act 1962 as amended from time to time."

Chairman

approved in \_\_\_\_\_ meeting of  
Tursttees, T.I.F.R. Provident Fund  
held on \_\_\_\_\_

Shri V. S. Oak,

Shri A. M. Abhyankar

Shri S. S. Phatak

Shri D. N. Wankhede

cc : Personal file of Shri / Smt. \_\_\_\_\_