

CERTIFICATE

I _____ resident of _____

proposed to lend/has lent Rs.....(Rupees.....)

to..... (Relationship).....by Cheque No.

dt..... who is working in NBCC Limited, New Delhi as _____

(Designation) and Posted at.....

This above said loan amount to be given/ given is interest free/interest bearing which will be returned by Sh./Smt.....by cheques. The money will be repaid in installment/ full, may please be specified.....

I am an Income Tax payee/ not an Income Tax payee(PAN No. in case of Income Tax payee)

My source of income is.....

Signature.....

Name in full.....

Address.....

.....

Dated.....

NATIONAL BUILDINGS CONSTRUCTION CORPORATION LTD.
(A Government of India Enterprise)

Form for intimation/ seeking sanction of the Competent Authority in respect of transaction/ proposed transactions in Immovable /Movable Property (other than for building of or additions and alterations to a house) as required under Rule 18 of the NBCC Service (Conduct) Rules , 1969.

(While filling up this form, kindly delete the words which are not applicable. Kindly also give the appropriate answer to each question/ items, dots and dashes are not to be used).

1. Name of the employee. :
(in Block Letters)
2. Date of Joining in the Corporation :
3. Post held at present. :
 - (a) Date from which continuously holding :
the present post
 - (b) Scale of Pay. :
 - (c) Present pay drawn. :
4. Whether the application/ intimation is in :
respect of acquisition/ disposal of
property; and what is the nature of
property i.e. movable or immovable.
5. If the property has already been :
acquired/ disposed of, the actual date of
transaction.
6. In the case of immovable property. :
 - (a) Full details about its location, viz, :
Municipal Number, Street/Village
Taluk, District & State in which
situated.
 - (b) Description of the property, in the case :
of cultivable land, dry or garden land.
 - (c) Whether the applicant's interest in the :
property is in full or in part. (In case of
partial interest, the extent of such
interest must be indicated).
 - (d) Whether free-hold or lease-hold. :
 - (e) Mode of acquisition/ disposal (Purchase/ :
sale gift, mortgage, lease or otherwise)
7. In case of movable property: :
 - (a) Description of the property (e.g. Car/ :
Scooter/ Motor Cycle/ Refrigerator/
Radio/ Radiogram/ Jewellery/ Loans/
Insurance policies etc.)
 - (b) Make, Model (and also Registration :
Number in case of vehicle where
necessary).
8. Sale/Purchase Price of the new property :
(Market Value in the case of gifts).
9. In cases of acquisition source or sources, :
sources from which financed/ proposed
to be financed:

- (a) Personal Savings. :
 - (b) Other sources, giving details :
10. In the case of disposal of property, was :
requisite sanction/ intimation obtained/
given for its acquisition (a copy of the
sanction/ acknow-ledge ment should be
attached).
11. (a) Name and address of the party with :
whom transaction is proposed to be
made/ has been made.
- (b) Is the party related to the applicant? If :
so, state the relationship.
- (c) Did the application have any dealings :
with the party in his official capacity at
any time or is the applicant likely to
have any dealings with him in the near
future.
12. Was/ Is the transaction made/ proposed :
to be made through a regular or reputed
dealers? If so , full name and address of
the dealer.
13. Any other relevant facts which the :
applicant may like to mention.

DECLARATION

I, _____ hereby declare that the particulars given above are true, I request that I may be given permission to acquire/ dispose-off property as described above from/ to the party whose name is mentioned in item 11 above.

OR

I, _____ hereby declare that the acquisition / disposal of property by me as detailed above through the dealer whose address is furnished against item 12. I declare that the particulars given above are true.

Station _____

Signature:

Date _____

Designation :

Emp. No. :

Place of Posting :