

[See Rule 7]

Head of Office

.....

.....

(Name of the pensioner in Capital Letters)

under Rule 7 of the Central Civil Services (Commutation of Pension) Rules, 1981.

(71)

## FORM OF NOMINATION

Account No.....

I, ..... hereby nominate the person(s) mentioned below who is/are member(s)/non-member(s) of my family as defined in Rule 2 of the General Provident Fund (Central Services) Rules, 1960, to receive the amount that may stand to my credit in the Fund as indicated below, in the event of my death before that amount has become payable or having become payable has not been paid.

Name and full address of the nominee(s)	Relationship with the subscriber	Age of the nominee(s)	Share payable to each nominee	Contingencies on the happening of which the nomination will become invalid	Name, address and relationship of the person(s) if any to whom the right of nominee shall pass in the event of his/her pre-deceasing the subscriber	If the nominee is not a member of the family as provided in Rule 2, indicate the reasons
1	2	3	4	5	6	7

Dated this ..... day of ..... 20..... at.....

Signature of the subscriber .....

Name in Block letters .....

Designation .....

*Two witnesses to signature*

*Signature*

*Name and address*

- 1.
- 2.

### Instructions for the subscriber-

- (a) Your name may be filled in.
- (b) Name of the fund may be completed suitably.
- (c) Definition of term "family" as given in the General Provident Fund (Central Services) Rules, 1960, is reproduced below.  
Family means—
  - (i) in the case of a male subscriber, the wife or wives, parents, children, minor brothers, unmarried sisters, deceased son's widow and children and where no parent of the subscriber is alive, a paternal grandparent.  
Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance she shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate unless the subscriber subsequently intimates in writing to the Accounts Officer that she shall continue to be so regarded.
  - (ii) In the case of a female subscriber, the husband, parents, children, minor brothers, unmarried sisters, deceased son's widow and children where no parent of the subscriber is alive, a paternal grandparent;  
Provided that if a subscriber by notice in writing to the Accounts Officer expresses her desire to exclude her husband from her family, the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate unless the subscriber subsequently cancels such notice in writing.
- Note :** Child means legitimate child and includes an adopted child where adoption is recognised by the personal law governing the subscriber or a ward under the Guardians and Wards Act, 1890 (8 of 1890) who lives with the Government servant and is treated as a member of the family and to whom the Government servant has, through a special will, given the same status as that of a natural born child.
- (d) *Col. 4.* If only one person is nominated the words "in full" should be written against the nominee. If more than one person is nominated, the share payable to each nominee over the whole amount of the Provident Fund shall be specified.
- (e) *Col. 5.* Death of nominee(s) should not be mentioned as contingency in this column.
- (f) *Col. 6.* Do not mention your name.
- (g) Draw line across the blank space below last entry to prevent insertion of any name after you have signed.

*Note : Deleted.*



**Space for use by the Head of Office/Pay & Accounts Office**

Nomination by Shri/Kumari.....Designation.....

Date of receipt of nomination.....

Signature of Head of Office/Pay & Accounts Officer

Designation .....

Date .....

## FORM 1

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

To

The Accountant-General

.....  
 .....  
 .....

(Through the Head of Office)

Sir,

I am to retire/have retired/have proceeded on leave preparatory to retirement for.....months/  
 have been discharged/dismissed/have been permanently transferred to...../  
 have resigned finally from Government services/have resigned service under.....  
 Government to take up appointment with.....and my  
 registration has been accepted with effect from.....  
 forenoon/afternoon. I joined service with.....on.....

2. My Provident Fund Account No. is .....

3. I desire to receive payment through my office/through the.....  
 Treasury/Sub-treasury. Particulars of my personal marks of identification, left hand thumb and finger impressions  
 (in the case of illiterate subscribers) and specimen signature (in the case of literate subscribers) in duplicate,  
 duly attested by a Gazetted Officer of the Government, are enclosed.

**PART I**

*(To be filled in when the application for final payment is submitted up to one year prior to retirement)*

4. I request that the amount of Rs. ....  
 standing to the credit in my Provident Fund Account as indicated in the Accounts Statement issued to me for  
 the year..... (enclosed)/as appearing in my ledger account  
 being maintained by you ..... Treasury/Sub-Treasury/  
 Head of Office may please be arranged to be paid to me as first instalment of final payment.

5. \*\*\*

6. After payment of the first instalment of my Provident Fund balance, I will apply for the payment of  
 subsequent instalments in Part II of the Form immediately on retirement.

Yours faithfully

Signature .....

Station .....

Name .....

Date .....

Address .....

.....  
 .....

**This applies only when payment is not desired through the Head of Office.**