



LAHORE ELECTRIC SUPPLY COMPANY

APPLICATION FOR THE GRANT OF ADVANCES

a) The application for the grant of an advance should be accompanied by:-

Letter of guarantee (In form HB-I) from two sureties, preferably Govt. Servants acceptable to LESCO/WAPDA, that they shall pay the balance of the loan on demand should be applicant fail to pay any installments on the due date or commit any other breach of the terms and conditions given of the advance.

The non encumbrance certificate from the employee that the plot land owned by the applicant on which the house is to be built in free from all encumbrance.

The non encumbrance certificate referred to in Sub-Rule-2(ii) of Rules regulating the grant of loans will not be required if the land is allotted by satellites town committee or an improvement trust or a registered Co-operative Housing

Society & in three of a certificate (In Form HB-III) that the allotting authority has not objection to the plot being mortgaged to LESCO/WAPDA shall be furnished.

APPLICATION FOR GRANT OF AN ADVANCE

1. Name of applicant/Father Name _____
2. Designation & BPS _____
3. ERP No. _____
4. Basic Pay _____
5. Date of Birth _____
6. Date of appointment _____
7. Age on Closing date i.e Aug of the subject year

D	M	Y
—	—	—
8. Date of Retirement _____
9. Whether the permission for purchase of Plot/House has been taken. _____
10. Address of House where the construction is required _____
11. Whether the applicant is a retired Govt, Servant re-employed by LESCO/WAPDA if so what is the period of the re-employed. _____
12. In case the applicant is LESCO/WAPDA employee has been declared as regular & completed 05 years of his employment. _____

13. In case of officer/official is a Govt. Department Deputation it may be confirmed if he is entitled to draw such advance under Govt.

14. Whether the applicant has drawn such advance Previously from LESCO/WAPDA or from Govt. is so Give date.

15. Whether the applicant is the member of E.P.F Give the account No.

16. Amount of loan applied for

17. Place of Domicile

18. Name the station where the applicant intends to construct purchased of house/plot out of the following their suburbs or satellites Towns.

Certificate that I have read out the rules regulation to the grant of house Building Advance as circulated by WAPDA, and undertake to above by them. Also certify to the best of my knowledge and belief that the above information is correct.

SIGNATURE OF THE APPLICANT

VERIFIATION & RECOMMENDANTYION OF THE HEAD OFFICE

To be filled in by the Divisional Accounts officer of concerned office of LESCO for amount of applicants contribution lying to his EPF account up to date is as under:-

1. Own Contribution

2. LESCO Contribution

Total

3. E.P Fund Advance if any

4. Complete detail of outstanding amount of already Sanctioned Loan (Category of Loan)

**Dy. Manager/D.D.O Concerned
With stamp**

**Divisional Accounts Officer
Concerned with stamp**

MAN OF MEANS CERTIFICATE

Certificate that Mr. _____ S/O _____ employed as _____ and Mr. _____ S/O _____ employed as _____ are men of means and are capable of meeting financial obligation in case the borrower defaulter to repay the advance to the company/WAPDA.

C/S BY CONCERNED DRAWING AND DISBURSING OFFICER

NO LONG TERM ADVANCE CERTIFICATE

Certified that no advance of such nature has been previously granted/outstanding against Mr. _____ S/O _____ as _____ of the office of Deputy Manager (RTC), LESCO.

C/S BY CONCERNED DRAWING AND DISBURSING OFFICER

NO INQUIRY CERTIFICATE

Certified that no inquiry is pending against, Mr. _____ employed as _____ of the office of Deputy Manager (RTC), LESCO.

C/S BY CONCERNED OFFICER