

**STATEMENT SHOWING THE ADVANCE SANCTIONED AND RECOVERY PARTICULARS OF \_\_\_\_\_ ADVANCE  
IN RESPECT OF SRI \_\_\_\_\_ FOR THE PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_**

**DEBIT DRAWAL PARTICULARS:**

Advance Sanctioned vide G.O. Rt.No. : \_\_\_\_\_ dt. \_\_\_\_\_ for Rs. \_\_\_\_\_.

Proceeding No. & Data (Copies to be enclosed)	Installment No.	Amount of Installment	Date of Drawal	Place of Drawal

**PRINCIPAL AND INTEREST RECOVERY PARTICULARS:**

Principal amount recovered at the rate \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_. Balance amount Rs. \_\_\_\_\_ recovered in  
\_\_\_\_\_ Interest amount of Rs. \_\_\_\_\_ recovered from \_\_\_\_\_ to \_\_\_\_\_.

Sl. No.	Pay Bill for the Month	Paid in the Month of	Gross Amount of the Bill	Net Amount of the Bill	Amount recovered towards the <b>Principal</b>	Data of encashment of the Bill	Place of encashment of the Bill	Installment Number	Amount recovered towards <b>interest</b>	Voucher No./ Cheque No.	Service Major Head of the Dept.
	<b>TOTAL</b>										

**Signature of DDO with Seal:  
DDOID:**



## **CERTIFICATE OF FULFILMENT OF FORMALITIES**

Certified that Sri/Smt./Kum. \_\_\_\_\_, \_\_\_\_\_  
of \_\_\_\_\_ Department was sanctioned an amount of Rs.  
\_\_\_\_\_ towards House Building/Motor Car/ Motor Cycle /Personal  
Computer Advance vide GO / Proceeding No. \_\_\_\_\_ of \_\_\_\_\_  
dated \_\_\_\_\_. He/She has fulfilled all the formalities as required under the GO/  
Proceedings.

Note: Separate certificates to be submitted for each sanction of loan.

**Signature of Loan Sanctioning Authority**

**Office Seal :**