

**PROFORMA FOR THE GRANT OF FINANCIAL ASSISTANCE FROM THE CIRCLE WELFARE FUND(POSTAL) IN EXCEPTIONALLY HARD/ DESERVING CASES OF LOSSES DUE TO NATURAL CALAMITIES (FLOOD, CYCLONE, EARTH-QUAKE ETC.) AND FIRE ACCIDENT .**

- 1 : Name of the official :
- 2: Designation and full address :
- 3: Length of service :
- 4: Pay :
- 5: Details of dependants :
- 6: Full details of loss suffered  
(a) Immovable :  
(b) Movable :
- 7: Whether the house is standing in his name  
if so whether the house was constructed  
with Govt. Loan :
- 8: If not, who is the owner of the house :
- 9: Whether the house and other movable /  
Immovable properties are insured :
- 10: If so, whether claims have been preferred  
with the insurance company, if not, state  
reasons therefore. :
- 11: Certificate from the Revenue / other  
concerned authorities ( not below  
the rank of Tahasildar) stating the  
quantum of losses suffered. :
- 12: Financial assistance received from  
other sources, viz., State Govt.,etc. :
- 13: Financial position of the official :
- 14: Income from other sources, if any :

## DECLARATION

I hereby declare that statements furnished from items 1 to 14 are correct to the best of my knowledge and belief.

Date:

Signature of the Applicant

Warning: if at any stage the information furnished above is found untrue, the sanctioning authority may take disciplinary action against you under the rules.

15: Whether the work and conduct of  
the official is satisfactory :

16: Personal recommendations of the  
Head of the Division :

Signature of the Head of the Division / Unit.