

**FORM OF APPLICATION BY A TAMIL NADU ELECTRICITY BOARD**

**EMPLOYEE FOR AN ADVANCE FOR PURCHASE OF A PERSONAL COMPUTER**

- 1** Name of the applicant :  
**2** Designation :  
**3** Name of the Office in which the :  
applicant is employed  
**4** Residential address of the :  
applicant  
**5** **a** Scale of pay :  
**b** Basic pay :  
**6** Gross salary per mensem :  
(indicate every item separately)  
**7** Carry home salary (net) :  
**8** Date of birth :  
**9** Date of entry into Board's Service :  
**10** Whether the Officer is on leave or :  
is about to proceed on leave  
**a** The date of commencement :  
of leave  
**b** The date of expiry of leave :  
**11** Are any negotiations or :  
preliminary enquiries being made  
so that delivery may be taken of  
the Personal Computer within one  
month from the date of drawal of  
the advance  
**12** Date of retirement :  
**13** Amount of advance applied for :  
Personal Computer  
**14** Number of installments in which :  
the advance is desired to be  
repaid  
**15** Type of Personal Computer for :  
which advance is applied for  
**16** Name of the firm or party from :

whom the personal computer is proposed to be purchased with full address

- 17** Price of the Personal Computer :  
to be purchased
- 18** Whether Proforma / Invoice of :  
the firm for the personal computer is enclosed
- 19** Whether the applicant has :  
drawn an advance for the purchase of Motor Car and if so to furnish the following particulars
- a** Date of drawal of Motor Car :  
Advance
  - b** Whether the Motor car :  
Advance together with interest have been repaid fully to the Board
  - c** Whether a period of 4 years :  
has elapsed from the date of drawal of Motor Car Advance

DECLARATION

Certified that I am not in possession of a personal computer and I have not drawn the personal computer advance which I have applied for till date, that I shall complete the payment for and take possession of the personal computer before the expiry of one month from the date of drawal of the advance and that I will not use the personal computer for business purpose or for private hire.

STATION :  
DATE :

SIGNATURE OF THE APPLICANT