

Prescribed proforma for intimation / seeking sanction of the competent authority in respect of transaction / proposed transaction in immovable / movable property (other than for building of or addition and alternation to a house) as required under rule 19 of the MCS (C) Rules 1979.

(While filling up this form. Delete the word which are not applicable. Also give the appropriate answers to each question / Item, and dashes, are not to used. Please furnish details in duplicate)

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|---|---|--|
| 1 | Name of the Govt. Servant (In Block Letters) | |
| 2 | Date of Joining Govt. Service | |
| 3 | (a) Substantive Grade / Post Held (b) Substantive pay | |
| 4 | (a) Officiating Grads / Post held at present if any (b) Present pay drawn (c) Total Salary | |
| 5 | Whether the application / intimation is in respect of acquisition / disposal of property and what is the nature of property | |
| 6 | If the property has already been acquired / disposed of the actual date of transaction | |
| 7 | In case of immovable property (a) Full details about its location viz Municipal No.Street / Village, Taluka, District and State in which situated (b) Description of the property in case of cultivable land, dry or garden land. | |

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| | <p>(c) Whether freehold or lease hold</p> <p>(d) Whether the applicant interest in the property is in full or in part</p> <p>(e) Mode of acquisition / disposal (Purchase / sale gift, Mortgage, lease, etc.)</p> | |
| 8 | <p>In the case of Movable Property</p> <p>(a) Description of the property (e.g. Car / Scooter / Refrigerator / Radio / Jewellery/ Loans insurance policies etc.)</p> <p>(b) Make Model (and also registration No. in case of vehicles) Whether necessary</p> | |
| 9 | <p>Sale / Purchase price of the new property (Market value in the case of gifts)</p> | |
| 10 | <p>In case of acquisition source or sources from which financed / proposed to be financed.</p> <p>(a) Personal savings</p> <p>(b) Other sources with details</p> | |
| 11 | <p>In the case of disposal of property was requested sanction / intimation obtained given for its acquisition</p> | |

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|----|--|--|
| 12 | <p>(a) Name of address of the party with whom transaction is proposed to be made has been made</p> <p>(b) Is the party related to the applicant? If so, state the relationship</p> <p>(c) Did the applicant have any official dealings which the party is his official capacity at any time, or is the applicant likely to have any dealing with him in the near future.</p> | |
| 13 | <p>Was / is the transaction made / proposed to be made through a regular or reputed dealer? if so full name and address of the dealer.</p> | |
| 14 | <p>Any other relevant facts which the applicant may like to make.</p> | |

DECLARATION

I hereby declare that the particulars given above are true. I request that I may be given permission to acquire of the property as decscibed above from / to the party whose name is mentioned above.

OR

My application hereby intimate the acquisition of property by me as detailed at through the dealer whose address is furnished against item 13 (declare that the particular given above are true)

Date

Place

(SIGNATURE)