



**WEST PAKISTAN
WATER AND POWER DEVELOPMENT AUTHORITY.**

**Application for the grant of an advance for the Purchase of Plot /
Construction of House.**

NOTE:-

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

1. Letters of guaranties (In Form HB-I) from two Securities, preferably Government Servants acceptable to WAPDA, that they shall pay the balance of the loan on demand should be applicant fail to pay any installment on the due date or committee any other branch of the terms and conditions governing the grant of the advance.
 2. **A non-encumbrance certificate from the Sub-Register (In form HB-I) that the plot of land owned by the applicant on whom the house is to be built is free from all en-cumbrance.**
 3. The non-cumbrance certificate referred to in sub-rule-2 (ii) will not be required if the land in allotted by a Satellite Town Committee or any improvement must be or a registered cooperative house Society, and in lion there of a certificate (in form HB-III) that the allotting authority has no objection to the plot being mortgaged to WAPDA shall be furnished.
1. **Name of applicant.** _____
 4. **Designation.** _____
 5. **Date of Appointment.** _____
 6. **Date of Birth: -** _____
 7. Whether WAPDA Employees or deputations. _____
 8. Date of retirement in the case of deputations. _____
 9. **Pay, excluding allowance.(Basic Pay) Rs.** _____
 10. Name of Office / Project / Division where employed at present. _____
 11. Whether the applicant is a retire Government Servant re-employed by WAPDA, if some that is the period of his re-employed.
 12. In case of the applicant is a WAPDA's Employee, has not been declared as regular employees and completed 5-years of his service.
 13. In case of the official / Officers Government Department it may be confirmed if he is entitled to draw such advance under the Government.
 14. Whether the applicant has drawn such advance previously from WAPDA or from Government, if so gives date on which advance was draw. Also state whether it has been repaid in full.
 15. Whether the applicant in the member of the **EPF / GPF. Give the A/C No.** _____
 16. Amount of loan applied for. _____ /-
 17. Strike out the station where the application intends to construction / Purchase a house out of the following or their suburbs or satellite Town.
House out of the following of their, suburbs or a satellite Town.
 18. Karachi, Hyderabad, Quetta, Multan, Lahore & Rawalpindi etc.

Certified that I have read out the Rules Regulation to the Grant of House Building Advance as circulate by the Authority vide their Office Order No. SSO / (R) / A&L / 3033, dated. 23 / 05 / 1997, and under take to abide by them,

Also certify that to the Best of my knowledge and belief the above information is correct.

SIGNATURE OF APPLICANT.

COUNTER SIGNED BY THE CONTROLLING OFFICER.

UNDER TAKING

I, _____ S/O _____
presently working as _____ in the office of _____
QESCO Quetta also hereby under taking, in writing that I shall fulfill all the formalities required under
WAPDA Rules for Purchase / Construction _____ an advance of
Rs. _____ and in case, if fall to complete all the formalities after the drawl of advance at any stage
as provided in Rules my full pay Octust be with held till such time entire / balance amount of account of
Construction House / Purchase of plot / Car / Motor Cycle / Scooter / Bi-Cycle advance is fully
recovered along with interest.

Signature of Borrower

Name _____

Desig _____

Name of Office _____

COUNTER SIGNED BY

COUNTER SIGNED BY

MAN OF MEANS CERTIFICATE.

It is certified that Mr. _____ S/O
_____ presently working as _____ in the office of
_____ QESCO Quetta and Mr. _____
S/O _____ presently working as _____ in the office of the
_____ QESCO Quetta who as specimen signature or
appended below and further stood securities for Mr. _____ presently
working as _____ in the office _____ Quetta
who intends to draw Construction of House / Purchase of Plot / Car / Motor Cycle / Scooter
and Bi-cycle advance Rs. _____/- are men of means and entitle to bear the loss
in case borrower fails to refund the amount.

Signature of Borrower

1. Specimen Signature _____
Guarantor No.1 Full Name _____
Desig: _____

2. Specimen Signature _____
Guarantor No.2 Full Name _____
Desig: _____

COUNTER SIGNE BY.

(4)

NO ENQUIRY PENDING CERTIFICATE AGAINST SURTERS.

It is certified that No Enquiry / Disciplinary case is pending against Mr. _____
S/O _____ NIC No. _____
working as _____ in the office of _____ and Mr.
_____ S/O _____ NIC No. _____
of House / Purchase of Plot / Car / Motor Cycle / Scooter / By Cycle
_____ as _____ in the office of
_____ stood surety to Mr. _____
working as _____ in the office of _____ who
intends to draw construction of House / Purchase of Plot / Motor Cycle / Scooter / By Cycle and
advance of Rs. _____/-

COUNTER SIGNED BY

Specimen Signature of Guarantor No. 1 _____

Specimen Signature of Guarantor No.2 _____

COUNTER SIGNED BY.

(5)

CERTIFICATE.

It is certified that no enquiry is pending against borrower i.e. Mr.
_____ S/O _____ NIC No.
_____ presently working as _____ in the office of
_____ QESCO Quetta. Who intends to draw Construction
of House / Purchase of Plot / Car / Motor Cycle / Scooter / Bi-Cycle advance viz
Rs. _____/-

COUNTER SIGNED BY

CERTIFICATE

It is certified that Mr. _____ S/O _____ presently
working as _____ in the office of _____ has opted for pension.

CERTIFICATE

Certified that no long terms advance is outstanding against Mr.
_____ S/O _____ presently working as
_____ in the office of _____ who intends to
purchase a _____ for advance viz Rs. _____/-

M. Kfian/**