

FORM 21
(See rule 28 Schedule XV)

**Form of letter sanctioning family pension to the child or children
on the death or remarriage of a widow/widower who was in receipt
of family pension.**

No. Department/Office
Dated

To

The Accountant General,

Subject-Grant of family pension to the Child/Children.

Sir,

I am directed to say that Shrimati/Shri _____ widow/widower of late Shri/Shrimati formerly _____
In this office was sanctioned family pension of Rs. _____with effect from the _____. The family pension was
Tenable till the death of the widow/widower.

2. Intimation has been received in this Office that Shri/Shrimati _____ died/remarried on _____

3. At the time of death/remarriage Shri/Shrimati _____ had following children*:-

S. No.	Name	Son/Daughter	Date of birth in Christian era.	Date from which family pension ceases to be payable.
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1
2
3
4
5
6

*The names of the children should be mentioned in the order of eligibility mentioned in Family Pension Rules. Children borne as a result of marriage which took place before the retirement of the Government servant or Children adopted legally before retirement should only be included.

4. In terms of Family Pension Rules the amount of family pension has become payable to the children in the order mentioned above. The family pension will be payable on behalf of the minors of Shri/Shrimati _____ who is the guardian.

5. Sanction for the grant of family pension of Rs. _____ per month to the children mentioned above is hereby accorded. The family pension will take effect from _____ and will be tenable till _____.

6. The family pension is debitable to the Head _____

7. Attention is invited to the information furnished from the enclosed list.

8. The receipt of this letter may kindly be acknowledged and this Office informed that necessary instructions for the payment of family pension to the guardian have been issued to the Treasury Officer concerned.

Yours faithfully,

Head of Office.

List

1. Permanent address of the guardian.
2. Place of payment (Government Treasury or Sub-Treasury)

Enclosures.

3. Specimen signature or *left hand thumb and finger impressions of the guardian duly attested,
4. Two attested copies of a passport size photograph of the guardian.
5. Descriptive Roll of the Guardian only attested.

*To be furnished in the case of guardian who is not literate enough.