

**Application for admission to the General Provident Fund
(To be submitted in duplicate)**

1. Full Name (in Block Letters) :
2. Fathers/Husband's Name :
3. (i) Official Designation :
(ii) Employee ID :
(iii) Mobile No. :
(iv) E-Mail ID :
(Mobile & E-Mail ID to be used for communication by A.G.'s Office)

4. Date of Birth :

5. (i) Date of Initial Appointment :
(ii) Date of appointment in present post :

6. Date of Superannuation :

7. Office to which attached, if on deputation,
state the parent Department, Government also:

8. Service to which the applicant belongs :

9. Whether applicant's service is pensionable or not:

10. Whether the applicant is permanent,
temporary or re-employed. If temporary, give the
date of commencement of service :

11. Rate of emoluments drawn per month:

12. Rate of subscription per month:

13. Whether the individual is a compulsory or optional subscriber:

14. If subscriber was subscribing to any other fund,
the name of such fund, A/c No, Copy of latest slip:

15. Whether the applicant has a family or not:

16. Account No. to be allowed by the Accounts Officer:

17. Remarks:

A form of Nomination in the prescribed from, duly filled up, is enclosed.

Station:

Date:

Enclosures:

Signature of the applicant

NOTE:

1. Enclose an attested copy of Service Register in support of date of birth and date of initial appointment.
2. In respect of employees already having class IV GPF/ZPPF, the proposals to be forwarded through the DTO/PAO/CEO, ZP concerned.
After allotment of GPF account number by this office, the balance at the credit of the previous account shall immediately be transferred by the DTO/PAO/CEO, ZP concerned to the new account along with month wise details of last 5 years transactions in the previous account.

Signature of the Head of Office

Designation:

Counter Signature of*:

District Treasury Officer _____ /Pay and Accounts Officer

_____ /Chief Executive Officer, Zilla Parishad _____.

*In case of employees having class IV GPF or ZPPF accounts

Instructions for filling GPF Allotment Application form:

1. Full Name (in Block Letters)
2. (i) Official Designation (ii) Employee ID (iii) Mobile No.
(iv) E-Mail ID (Mobile & E-Mail ID to be used for communication by AG Office)
3. (i) Date of Birth (ii) Date of Initial Appointment and (iii) Date of appointment in present post.
(iv) Date of Superannuation.
4. Father's/Husband's Name.
5. Office to which attached, if on deputation, state the parent Department, Government also.
6. Service to which applicant belongs. **ENTRY (Joining Report in Posted institution/Office) of Absorption to Govt. service from Aided services in Service Register (along with G.O in support of entry into regular Govt. service)**
7. Whether applicant's service is pensionable or not.
8. Whether the applicant is permanent, temporary or re-employed. If temporary, give the date of commencement of service. **(MUNICIPALITY EMPLOYEES ARE NOT ELIGIBLE FOR AGGPF ACCCOUNT, (If posted/absorbed to Govt. service details may be furnished).**
9. Rate of emoluments drawn per month. (Mention Basic Pay).
10. Whether the individual is a compulsory or optional subscriber. According to **AP GPF Rules GPF Subscription should not be less than 6% of basic pay.**
11. If the subscriber is subscribing to any other fund, the name of such fund, A/c No., copy of latest Account slip.
12. Whether the applicant has a family or not.
13. Application to be attested by DDO with seal.
14. Enclose a **DDO attested copy of Service Register** in support of :
 - i. Name of applicant (Govt. Employee)
 - ii. Father name of applicant (Govt. Employee)
 - iii. Date of Birth
 - iv. Date of Initial Appointment **Or** Grant-in-Aid (Joining **Prior to 01-sept-2004**),
 - v. Date of appointment in present post.

Note: **DDO Attested Photostats copies of service register should be clear enough to view the details.**

15. In respect of employees already having Class IV GPF/ZPPF, the proposal to be forwarded through the DTO/PAO/CEO, ZP concerned and is to be counter signed by DTO/PAO/CEO, ZP concerned.
16. Application of DDO should be forwarded through next higher authority.
17. The application may be re - submitted in the revised format* as prescribed vide GO. Ms. No. 56, FINANCE (PENSION-II) DEPARTMENT, dated 28.02.2014.

*Download GPF Allotment Application form

https://www.agaepts.gov.in/Admin/Forms/Funds_1.pdf