INTIMATION/REQUEST FOR PERMISSION IN RESPECT OF TRANSACTION IN IMMOVABLE PROPERTY

(Rule 18 of Central Civil Services (Conduct) Rules, 1964)

Please tick the items applicable in the box

आजें /ACQUISITION या /OR लिपट / DISPOSAL

1 नाम
Name - ______________________________

2 प्र.शि. से सेवारम्भ करने की तारीख
Date of joining in AEES service - ____________

3 प्रारंभिक नियुक्ति का पद
Post to which initially appointed - ______________

4 कर्मचारी पद का व्यूह (Details of present post)
   i) पद
   Designation - _________________________
   ii) अविरल सेवा में आने की तारीख
   Date from which continuously held - __________

   iii) वेतन बैंड
   Pay band - ₹ ______________
   iv) मूल वेतन
   Basic pay : - ₹ ______________

5 अचल संपत्ति के लेन देन की तारीख /Date of transaction of property
   वास्तविक तारीख
   Actual Date - ______________
   संभावित तारीख
   Probable Date - ______________

6 अचल संपत्ति का विवरण
   Description of property
   मकान का स्थान
   House Site - ______________
   बंगाला/फ्लैट
   Bungalow/Flat ______________
   उद्यान भूमि
   Garden Land - ______________
   कृषियोग्य भूमि
   Cultivable Land - ______________
   गीती हिम-सुखी
   Wet :- _______ Dry :- _______
1. **Nature of property**: Free Hold: ________  Lease Hold: ________

2. **Area of property**: 

3. **Location of property, District and state in which held (Give full details)**: 

4. **Mode of transaction**: 

<table>
<thead>
<tr>
<th>Purchase</th>
<th>Gift</th>
<th>Sale</th>
<th>Mortgage</th>
<th>Lease</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

5. **Name and full address of the party with whom transaction was made/proposed to be made**: 

6. **Whether the party is related to the Applicant, if so, state the relationship**: 

7. **Applicant’s official dealings with the party, if any**: 

<table>
<thead>
<tr>
<th>पूर्व/PAST</th>
<th>वर्तमान/PRESENT</th>
<th>भविष्य/FUTURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>हा/Yes</td>
<td>हा/Yes</td>
<td>हा/Yes</td>
</tr>
<tr>
<td>नहीं/No</td>
<td>नहीं/No</td>
<td>नहीं/No</td>
</tr>
</tbody>
</table>

8. **Whether the transaction IS made/proposed to be made IS**: 

<table>
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<tr>
<th>दirect</th>
<th>दhrough a dealer</th>
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9. **Name**

10. **Address**
Whether the dealer is reputed/regular

Whether sanction was obtained for its Acquisition. If not, state reasons.

If acquisition was financed from PF accumulation, will the amount be refunded within one month from date of disposal.
Price at which property was originally acquired

Any other relevant facts

I hereby declare that the particulars given above are true.

I request that the intimation given may please be noted.

I request that I may be given permission to acquire/dispose of the above Immovable Property.

Date

Signature

NOTE:

1. Group 'A' Officers should fill the form in duplicate.

2. Prior intimation is required in case of a transaction through reputed/regular dealer.

3. Prior sanction is required in case of a transaction through a party other than a reputed/regular dealer. Prior sanction is also required for a transaction outside India and with foreigners.

4. If you need additional space for any entry, please attach a separate sheet.