

FORM IV A
(Rule 19.1/19.3)

Form for giving prior intimation or Seeking Previous sanction in respect of Immovable Property

1. Name and Designation :
2. EIS No :
3. Scale of pay and present pay :
4. Purpose of application –
Sanction for transaction/prior intimation
or transaction :
5. Whether property is being acquired or disposed of :
6. Probable data of acquisition/ disposal of property :
7. Mode of acquisition /disposal :
8. (a) Full details about location viz. Municipal No.
Street/Village/Taluk District and State in
which situated :
(b) Description of the property, in the case of
cultivable and, dry or irrigated land. :
(c) Whether freehold or leasehold :
(d) Whether the applicant's interest in the property
is in full or part (i) case of partial interest the
extent of such interest must be indicated) :
(e) In case the transaction is not exclusively in the
name of the employee, particulars of ownership and
share of each member :
9. Sale/ purchase prices of the property (Market value in
the case of gifts) :
10. In case of acquisition, sources or sources from which
Finance/proposed to be finance :
(a) Personal savings :
(b) Other Sources giving basis :
11. In the case of disposal of property was requisite sanction
Intimation obtained/given for its acquisition?
(A copy of the sanction/acknowledgement should be
Attached) :
12. (a) Name and address of the party with whom
transaction is proposed to be made :

- (b) Is the party related to the Applicant ?
If so, state the relationship
- (c) Did the applicant have any dealings with party
in his official capacity at any time or is the applicant
likely to have any dealings with him in the near
future ?
- (d) How was the transaction arranged ? (Wener
through any statutory body or a private acency
through advertisement or through frienced
ralatives. full particulars to be given.)

12. Any other relevant fact which the applicant make
to mention

DECLARATION

I, hereby declare that the particulars given
above are true. I request that I may be given permission to acquire/dispose of property as described
above form/to the party whose name is mentioned item 11 above.

OR

I, hereby intimate the processed acquisition/disposal
of property by me as detailed above. I declare that particulars given above an ture.

Station :

Signature :

Date :

Designation:

Note 1 - In the above fowm, different portions may bassed according to requirement.

Note 2 - Where previous sanction is asked for, accication should be sumbitted at least 30 days
before the succese date of the transaction.