

SURI VIDYASAGAR COLLEGE (GOVT. SPONSORED)

P.O.- SURI, DIST- BIRBHUM

H.R.A. Declaration vide Higher Edn. Dept. Order No. 597-End (CS) dt. 09.06.09

I do hereby declare that---

1. I am incurring / Paying / Contributing some expenditure on rent / towards house of property tax or maintenance of the the house owned by myself / parents / son (s) / unmarried daughter (s) / Spouse.
2. I am married / Unmarried / Widow / Widower.
3. I and my spouse are / not enjoying any accommodation provided or owned by the College authorities, Universities, Govt. authorities or any Govt. undertaking any statutory or Local Body.

OR

I am paying Rs.as rent for accommodation prived by Govt / any Govt. Undertaking, any statutory or local body.

4. My Wife / husband is not in service under the Govt, of India or any State Govt. or any Undertaking of the Central or any State Govt. or any statutory or Local Body, Educational Institution etc.

OR

My Wife / husband is an employee and following are the particulars of her / his employment and pay etc. drawn by her / him.

- a) Name and address of her / his office /Insitution / Organization :-

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- b) Present pay per mensum, (Pay in the pay Band + Grade Pay) = Rs.

Pay Band : Rs.....

Grade Pay : Rs.....

- c) House rent allowance drawn by her /him per mensum & dt. of next increment :-

Rs.....

Date of next increment :.....

- OR My husband /wife does not drawn any HRA because.....

Date :

Signature.....

Name.....

Designation.....

Signature of the Spouse of the employee

I do hereby declare that the particulars given above are true.

Signature.....

Name.....

Designation.....

Note :- 1) Please strike out which is not applicable.

2) If the employee or spouse enjoys free / rented accomodation / Quarter, then the employee will not be entitled to get HRA.

3) Attested Xerox copy certificate of HRA issued by the employer of the spouse should be furnished.

**Signature of the appointing authority
of the spouse with seal**

**Signature of the Head / Employer of the
college seal**