

FOR PRESCRIBED BY MINISTRY OF WORKS HOUSING AND URBAN
FOR INTIMATION OF ACQUISITION / DISPOSAL OF PROPERTY OR
NOT TO ACQUIRE PROPERTY, MOVEABLE/ and IMMOVEABLE REQUIRED
UNDER RULE 18 OF CENTRAL CIVIL SERVICES (CONDUCT) RULES.

- 1- Name of the employee.
- 2- His date of joining Govt. service.
- 3- Present substantive held by him
and the date from which is held.
- 4- Present pay in the substantive
post and the scale of the pay.
- 5- a) Officiating post, if any held
and the date from which the
employee started continuously
officiating.
b) Present pay in the officiating
post and the scale of the pay.
- 6- Nature of the property proposed to be
acquired state moveable or immoveable
disposed of.
- 7- In case of immoveable property,
district and the State in which
it is situated.
- 8- Extent of the property and
description in the case of
cultivable land, or dry or
garden land, free held or lease.
- 9- Interest acquired / disposed or
rate of full purchase mortgage etc.
- 10- In the case of moveable property
description of the property.
- 11- Total value of the property.
- 12- Other source from which the
acquisition was financed/ to be
financed.

Own Saving

Other sources

- 13- Dates of actual acquisition
of the property.

-2:-

14. Financial effect of the disposal of the property state the selling price etc.

15. On the case of disposal of property was any sanction obtained from for its acquisition (a copy of the sanction should be added)

16. Is the acquisition/ disposal made through reputed dealer if so name and address of the dealer.

17. If acquisition/ disposal of is through private negotiation from a party other than a dealer and address of the party.

18. Is the property released to the applicant.

19. Date of actual disposal of the property.

20. Did the applicant have any dealings with him in the official capacity and at any time or is the applicant likely to have any dealings with in the near future.

I hereby declare that the particulars given/ above are true. I request that I may be given permission to acquire/ disposal of property as desired above through the party whose name is mentioned in item 17 above.

I hereby intimate that acquisition of disposal of property may be detailed above through the dealer whose address is furnished against item No. 15 I declare the particulars given above to be true.

Signature of applicant
Designation:-