

TRANSACTION IN RESPECT OF IMMOVABLE PROPERTY

Form for giving prior intimation or seeking previous sanction under Rule 18(3) of the CCS(Conduct) Rules, 1964 for transaction in respect of immovable property

1. Name of the Government servant :
2. Scale of Pay & Present Pay :
3. Purpose of application – sanction for transaction/prior intimation of transaction :
4. Whether property is being acquired or Disposed of :
5. Probable date of acquisition or disposal of property :
6. Mode of acquisition/disposal (Purchase, Sale, gift, Mortgage, lease or otherwise) :
- 7(a). Full details about location viz. Minicipal Number, street, Village, Taluk, District and State :
- (b). Description of the property in the Case of cultivable land dry or irrigated land :
- (c). Whether free hold or leasehold. :
- (d). Whether the applicant's interest in property is full or part. (in 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 govt. servant particulars, of ownership & share of each member :
8. Sale/purchase price of the property (Market value in the case of gifts) :

9. In cases of acquisition, source or sources from which finance/proposed to be financed
- a. Personal savings :
 - b. Other sources giving details :
10. 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) :
- 11(a) Name and address of the party with whom transaction is proposed to be made/has been made :
- (b) Is the party related to the applicant? If :
so, state the relationship.
- (c) Did the applicant have any dealing with the party in his official capacity at any time, or its the applicant likely to have any dealings with him in the near future? :
- (d) Nature of official dealings with the party :
- (e) How was the transaction arranged? :
(Whether through any statutory body or a private agency through advertisement or through friends and relatives.
Full parti- culars to be given.)
12. In case of acquisition by gifts, whether :
sanction is also required under Rule 13 of the CCS (Conduct) Rules, 1964.
13. Any other relevant fact which the :
Applicant may like to mention

DECLARATION

I, _____ hereby declare that the particulars given above are true. I request that I may be given permission to acquired/dispose of property as described above from/to the party whose name is mentioned in time 11 above.

OR

I, _____ N/A _____ hereby intimate the proposed acquisition/disposal of property by me as detailed above. I declare that the particulars given above are true.

Station: ICAR-IISR, Lucknow

Signature:

Date:

Designation:

Note: 1. In the above form, different portion may be used according to requirement.
2. Where previous sanction is asked for, the application should be submitted at least 30 days before the proposed date of the transaction.