

KANNUR UNIVERSITY
Planning & Development Branch

**APPLICATION FOR SANCTION OF ADDITIONAL HOUSE BUILDING ADVANCE
(HBA)**

Sl. No.	Particulars	Details
1	Name of the Applicant	
2	Designation	
3	Department/Office	
4	Employee ID	
5	Date of Joining Service	
6	Date of Retirement	
7	Present Basic Pay	₹
8	Financial Year in which the Original HBA was Sanctioned	
9	Amount of Original HBA Sanctioned	₹
10	Date of Sanction of Original HBA	
11	Amount of Additional HBA Applied for	₹
12	Total House Building Advance (Original HBA + Additional HBA)	₹
13	Purpose of the Additional HBA	
14	Address of the House/Property	
15	Loan-to-Value (LTV) Ratio	

Declaration

I hereby declare that the Additional House Building Advance applied for is required solely for the completion of the residential house for which the original House Building Advance was sanctioned.

I further certify that the aggregate amount of the original House Building Advance and the Additional House Building Advance applied for does not exceed ₹40,00,000 (Rupees Forty Lakh only) and that the prescribed Loan-to-Value (LTV) ratio has been complied with.

I undertake to execute an Addendum to the existing House Building Advance Agreement and comply with all the conditions stipulated in the University Guidelines. I further agree that the Additional House Building Advance together with applicable interest shall be recovered in accordance with the University Rules and Orders.

I declare that the information furnished above is true and correct to the best of my knowledge and belief.



List of Enclosures

- 1.Estimate/Completion Cost Certificate certified by the University Engineer/PWD Engineer (not below the rank of Assistant Engineer).
2. Valuation Certificate indicating compliance with the prescribed Loan-to-Value (LTV) ratio.
- 3.Utilisation Certificate for the second instalment of HBA issued by the Assistant Engineer/Assistant Executive Engineer of PWD (Buildings) or Assistant Executive Engineer, Kannur University.

Place: _____

Date : _____

Signature of the Applicant

Name: _____

Designation: _____

