



དཔལ་ལྷན་འབྲུག་གཞུང་། རྒྱལ་གཞུང་གི་གཞི་རྒྱུ་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



**SALARY ADVANCE FORM**

<b>Particulars</b>	<b>Details</b>
Employee Name:	
Employee ID No.	
CID No.	
TPN.	
Bank Account No.	
Grade/ Position level	
Designation	
Department/Division	
Net Pay	
Amount Requested	
Purpose	

I.....(applicant) hereby confirm that particulars mentioned above are

**all correct. If the said amount is sanctioned, I authorize the concerned office to recover the amount from my salary within the next ..... months in the same financial year. In the event of default on my part, or leaving my present service or in any other exigencies, if the salary advance is not liquidated, I give my consent to the concerned office to recover the outstanding amount from my post-retirement benefits payable to me.**



དཔལ་ལྷན་འབྲུག་གཞུང་། རྒྱལ་གཞུང་གི་གཞི་རྒྱུ་ལྷན་ཚོགས།  
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Signature of applicant

Date.....

Date.....

Approving Authority

Signature.....

**\*Note: As per FMM 2016, A personal advance of any kind shall not be sanctioned or paid in case a pervious personal advance remains unsettled. (FAM 8.1.6(a).**