

**ADMISSION APPLICATION**  
**THE N.A.D. CIVIL EMPLOYEES CO-OPERATIVE SOCIETY LTD.,**  
**NO. B -1152**  
**VISAKHAPATNAM - 530 009.**

To  
The Secretary,

I \_\_\_\_\_ S/o. \_\_\_\_\_  
working as \_\_\_\_\_ in the \_\_\_\_\_  
hereby request you kindly admit me as a member in the Naval Armament Depot Civil Employees  
Co-Operative Society Ltd. No. B 1152. Visakhapatnam and allot \_\_\_\_\_ shares.  
here by agreed to abide to the rules and conditions defined in the by-laws and subsidiary regulations  
framed by the Society from time to time.

The Service particulars are here under furnished duly attested by the Officer-in-Charge of the  
department in which I am presently working.

1. Name in the Block letters \_\_\_\_\_
2. Designation \_\_\_\_\_ C.No. / T.No. \_\_\_\_\_ Sec \_\_\_\_\_
3. Date of Joining in service : \_\_\_\_\_
4. Date of Birth : \_\_\_\_\_
5. Date of regularisation : \_\_\_\_\_
6. Date of Retirement : \_\_\_\_\_
7. Scale of pay : \_\_\_\_\_
8. No. of shares required : \_\_\_\_\_
9. Name of the nominee and relationship : \_\_\_\_\_
10. Wheather the applicant is a member in any other Co-Operative Society. If so. give the no of shares hold : \_\_\_\_\_
11. Aadhaar Card Number : \_\_\_\_\_
12. PAN Card No. : \_\_\_\_\_
13. Bank A/c. No. : \_\_\_\_\_
- Name of the Bank & Branch : \_\_\_\_\_
- With IFSC Code : \_\_\_\_\_
- Mobile No. : \_\_\_\_\_
14. Present Residential Address : \_\_\_\_\_
- Door No. : \_\_\_\_\_
- Street : \_\_\_\_\_
- Village / Town : \_\_\_\_\_
- District : \_\_\_\_\_
- Email ID : \_\_\_\_\_

Permanent Address

Door No. : \_\_\_\_\_

Street : \_\_\_\_\_

Village/Town : \_\_\_\_\_

District : \_\_\_\_\_

Email ID : \_\_\_\_\_

Signature of the member

Certified that the particulars furnished in the application are true and correct.

Date :

**Enclosed**

Photo copy of Aadhaar Card & PAN Card  
Photo copy of First Page Bank Pass Book  
Two Passport Size Photos  
Photo Copy of Pay Slip (Recent)

Signature of the Head of  
Department in which the applicant  
is Serving



# AGREEMENT WITH THE PAY DRAWING OFFICER

To  
The Chief General Manager,  
Naval Armament Depot,  
Visakhapatnam-530009.

Sir,

I.....S/o.....  
working in the.....

.....a member of the Naval Armament Depot Civil  
as.....  
Employees Co-Operative Society Ltd., B-1152, under GL No..... wish to avail of the loan facilities  
provided in the Bye-law No.42 and 42 (A) of the said society for the purposes of meeting my various  
requirements as per By-Law No.42 and 42(A) of which the recovery installments and the maximum  
amounts eligible by me are laid-down in the Bye-laws of the Civil Society as amended from time to time.

I having applied for a loan for the above purposes from the said society, hereby authorise the Pay  
Drawing Officer and any other Pay Drawing Officer under whom I may happen to serve in future to  
recover from and out of my monthly salary and pay such sum of loans or thirft deposits and all other sums  
that may from time to time and at the time become due and payable by me to the said society against  
their demand. I agree to accept as sufficient evidence of my liability a demand from an officer of the said  
society certified by him to be correct.

I agree that you and my future Pay Drawing Officer may make recover from my salary of any other  
payments including gratuity and provident fund accumulations to me or to my legal heirs in the manner  
above mentioned so long as I continue to be a member of the society, I shall not at any time ask for the  
suspension of recovery expect with the purpose consent of the Board of Directors of the said society.

I hereby voluntarily agree and authorised the Pay Drawing Officer to recover to the instalment due on  
account of loan or loans granted by the "The N.A.D. Civil Employees Co-Operative Society Limited  
No. B-1152" irrespective of the statutory recoveries stipulated under any act for the time being in force and  
that may be enact here after from out of the salary or any amount payable to me.

Read and explained to me in vernaculer also and signed by me in token of having accepted  
the contents of this authorisation.

Visakhapatnam

Date:

Witness

1.....

2.....

Yours faithfully

Signature of the member

GL. No.....

Desig.....C.No/T.No.....

## CONSENT OF THE PAY DRAWING OFFICER

I here by agree to effect recovery of the monthly,  
in the loan or loans obtained by Sri/Smt.....Dt.....  
C.No/T.No.....from "THE N.A.D. CIVIL EMPLOYEES CO-OPERATIVE SOCIETY LTD.  
No.B-1152" together with other demands every month on receipt of a Demand List from the said society  
and to pass on such recoveries to the said society by means of CASH/ CHEQUE in the society.

Place:

Date:

PAY DRAWING OFFICER

