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**Food Corporation of Bhutan Limited**  
*"Ensuring Food Security for the Nation at all times"*  
**CORPORATE HEAD OFFICE**



**WELFARE ADVANCE APPLICATION FORM (FCBL SWS- FORM-IV (A))**

Application Date: .....

The Chairman  
 FCB Staff Welfare Scheme  
 Food Corporation of Bhutan Limited  
 Phuentsholing

**APPLICATION FOR SCHEME ADVANCE**

Sir,  
 I am member of the FCBL-Staff Welfare Scheme. I have read all the Rules/by-Laws of the FCBL-SWS, and having understood the terms and conditions, I wish to apply for an ADVANCE for the reason stated below:

.....  
 .....

**Applicant Details:**

Name: .....  
 CID No.: .....  
 Contact No: .....  
 Position Title: .....  
 Division/Depot/Unit:.....  
 SWS membership since: .....  
 Amount Nu.....(In words:.....  
 .....).....  
 Monthly installment Nu.: ..... (Write number of months, maximum 42 months to be calculated by Treasurer)  
 Bank Account No.: .....

**Detail of Guarantor:**

Name: .....  
 Contact No: .....  
 CID No.: .....  
 Position Title: .....  
 Division/Depot/Unit:.....

I hereby as the guarantor confirm that the above information given in the application form is true, correct and complete and up-to-date in all respects. Further, I undertake to repay the amount of advance outstanding along with service charge in the event of non-recovery of advance from the applicant, Dasho/Mr./Mrs./Miss.....who is known to me.

(Note: Guarantor must be a member of the FCBL Welfare Fund and must be a regular employee with at least three years of service.)

*Signature of applicant*

AFFIX  
 LEGAL  
 STAMP

*Signature of the Guarantor*

AFFIX  
 LEGAL  
 STAMP

(For Official Use Only)

I hereby declare that the reason submitted by the applicant is true as per our records and forward it for necessary consideration.

**ADM, FCB-SWS**

I hereby certify that the reason submitted by the applicant is true and recommend for your kind approval.

**(General Secretary, FCB-SWS)**

The applicant has no advance outstanding against his name, therefore the advance applied for may be approved as per the conditions mentioned above and based on the rules of the FCB-SWS for an amount of Nu.....  
 Ngultrum (in words).....  
 .....only

**(Treasurer FCB-SWS)**

**Approved/ Not Approved**

**CHAIRMAN, FCB-SWS**