

**Government College University, Faisalabad**  
**Treasury Department, Funds Section**



Subject: **APPLICATION FOR AWARD OF MARRIAGE GRANT** (OUT OF BENEVOLENT FUND).

Name of applicant: \_\_\_\_\_

Relationship of applicant with university employee: \_\_\_\_\_

Status of employee:  
(Tick the relevant box)

In-Service	Retired	Deceased during service	Deceased after retirement
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Name of employee of university: \_\_\_\_\_

Designation of employee: \_\_\_\_\_ BPS: \_\_\_\_\_

Department of employee: \_\_\_\_\_ CNIC No: \_\_\_\_\_

Date of joining of employee: \_\_\_\_\_

Date of retirement (only for retired employees): \_\_\_\_\_

Date of death (only for deceased employee): \_\_\_\_\_

Husband/Wife Occupation: \_\_\_\_\_

Status of marriage:

Self (only for employee of university)	Children (only for Children of employee)
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Particulars of children's marriage:  
(only in case of children's marriage for whom the application is submitted for BF-Marriage Grant.)

Sr. #	Name of Children	CNIC No.

Date of marriage: \_\_\_\_\_ Amount of Marriage Grant (Rs.): \_\_\_\_\_

Bank account No.: \_\_\_\_\_ (i) NBP, JC-Fsd. \_\_\_\_\_ (ii) BOP, GCUF-Fsd. \_\_\_\_\_  
(For transfer of BF-grant amount)

It is hereby solemnly affirmed that I/employee am/was a regular subscriber of GCUF Benevolent Fund and the prescribed amount has/had been deducted from my/his monthly salary on regular basis. I, further affirm that I am submitting this claim first time on account of BF-Marriage Grant for above mentioned particulars and the information given above are correct to the best of my knowledge and belief.

\_\_\_\_\_  
(Signatures of the applicant)  
Dated: \_\_\_\_\_

**(TO BE FILLED-IN BY THE HEAD OF RESPECTIVE DEPARTMENT OF THE EMPLOYEE/APPLICANT):**

Endst. No. \_\_\_\_\_ Dated: \_\_\_\_\_

It is to certify that Mr./Mrs./Miss \_\_\_\_\_ holds/held the post of \_\_\_\_\_ BPS \_\_\_\_\_ on regular basis in this department and he/she is/was a regular subscriber of the University Benevolent Fund. It is also to certify that the particulars mentioned by the employee/applicant are correct to the best of my knowledge. Keeping in view of above, the instant case of BF- Marriage Grant is **recommended** for further payment process, please.

\_\_\_\_\_  
(Signatures & Stamp of Head of Department)

**Note:** Please attach attested copies of following documents; (i) Marriage Certificate duly issued by NADRA (ii) CNIC of Bridegroom, Bride and Applicant (iii) Salary Slip of university employee duly verified by concerned department **or as the case may be.**