

NOMINATION FOR DEATH-CUM-RETIREMENT GRATUITY

FORM-1/FORM-2

(See Rule 53 (1))

When the Government Servant has no/a family and wishes to nominate one person/persons-one member/members.

I _____ having no family, hereby nominate the person/persons mentioned below/who is/are members of my family and confer on him/them the right to receive, to the extent specified below any gratuity that may be sanctioned by the Central Govt in the event of my death while in service and the right to receive on my death to the extent specified below, any gratuity which having become admissible to me on retirement may remain un-paid at my death:

ORIGINAL NOMINEE(S)				ALTERNATE NOMINEE(S)	
Name and addresses of nominee/ Nominees	Relationship with Govt. servant	Age	Amount or share of gratuity payable to each	Name, address, relationship and age of the person or persons if any, to whom the right conferred on the nominee predeceasing the Govt. servant or the nominee dying after the death of the Govt. servant but before receiving payment of gratuity.	Amount of share of gratuity payable to each.
(1)	(2)	(3)	(4)	(5)	(6)

This nomination supersedes the nomination made by me earlier on _____ which stands cancelled.

Note: (1) The Government servant shall draw lines across the blank space below the last entry to prevent the insertion of any name after he has signed.

Dated _____
Place _____

(Signature of the Govt Servant)

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Witnesses to signature:

1. _____

2. _____

2. Column No.4 should be filled in so as to cover the whole amount of the gratuity.

3. The amount/share of the gratuity shown in column No.6 should cover the whole amount/ share payable to the original nominees.

(To be filled in by the Head of Office/Audit Officer)

Nominated by _____

Designation _____

Office _____

Signature of Head of Office/Audit Officer

Name _____

Designation _____

Date _____