



INDIAN INSTITUTE OF TECHNOLOGY INDORE
DECLARATION FORM FOR CLAIMING HRA

Form No. A7

1. I certify that I am residing in a house hired/owned by me/my wife/ husband/ son/daughter/ father/mother a Hindu undivided family in which I am a copartner.
2. I certify that I am incurring some expenditure on rent/contribution towards rent.

OR

3. I certify that the rental value of the house owned by me/owned by a Hindu Undivided family in which I am a copartner and in which I am residing is ascertainable in the manner specified in para 7 of O.M.No. F-2(37)-E.II(B)/64 dt 27.11.65. I certify that I am paying/ contributing towards house or property tax or maintenance of the house.
4. I Certify that I am not sharing accommodation allotted to my parent or children or wife/ (husband) by the Central Government, an autonomous public undertaking or semi- Government organization as Municipality, Port Trust etc. allotted license fee free to another Government servant.
5. I certify that my husband /wife /parents/ children/, who is /are sharing accommodation with me allotted to another employee of the Central Government /autonomous public undertaking or Semi-Government Organization like Municipality, Port Trust etc. is /are not in receipt of house rent allowance from the Central Government /State Government /autonomous public undertaking or Semi- Government Organization like Municipality, Port Trust etc.
6. I also certify that my wife /husband has not been allotted family accommodation at the same station by the Central Government, and autonomous public undertaking or semi- Government Organization such as Municipality, Port Trust etc.

Local Address in which residing: _____

Signature: _____

Name: _____

Designation: _____

Dept: _____

Note: It is to certify that Shri/Mr./Dr./Smt./_____ has vacated guest house / Institute accommodation w.e.f. _____

(It is required if an employee stays in Institute accommodation).

To,

DR (Admin)

Signature of In-charge
(Guest House / Institute accommodation)