

**JADAVPUR UNIVERSITY
KOLKATA – 700032**

**DECLARATION IN RESPECT OF HOUSE RENT ALLOWANCE AS PER
G.O.No.1306(22)-Edn.(U) dated 30.12.2019 On Pay revision starting 1.1.2020**

I,do hereby declared and certify that:

- 1) I live in a house owned by me.
- 2) I live in a rented house and the rent paid by me.
- 3) I live in a house rented/owned by my parents/spouse/relatives and I contribute towards the rent/maintenance & taxed of the house.
- 4) I am staying in University Quarters allotted for me with a monthly rent of Rs..... at Quarters No..... and addresses of the Qrt. is
[Strike out whichever is not applicable]

I further declared that:

- 1) I have no spouse.
- 2) I have spouse but he/she is not in employment.
- 3) My spouse is an employee of the Central Govt./State Govt./.....Govt.
Undertaking/Govt. Aided Educational Institution and is drawing Rs.....
(Rupees.....only) p.m. as HRA and I would like to
draw HRA of Rs.....(Rupees.....p.m. from
Jadavpaur University.

Details are as under :

- 1) Name of the Spouse:
- 2) Name of the Employer of Spouse:
- 3) Address & Phone No. of Employer:
- 4) Present Basic Pay of Spouse: Rs.....month of.....
- 5) Present HRA of Spouse: Rs.....(*)

Date: _____ Signature _____

Employee Code _____ Designation _____

Salary Register No.----- Page No.----- Department _____

(*) A copy of the HRA certificate issued by the employer s to submit to us with this form.

FOR OFFICE USE

Amount of HRA allowed: Rs.p.m.
The HRA is fixed at above figure.

Dealing Asstt. Of Pay

Supdt., Pay Section

Dy. Finance Officer/Finance Officer

**JADAVPUR UNIVERSITY
KOLKATA – 700032**

**DECLARATION IN RESPECT OF HOUSE RENT ALLOWANCE AS PER G. O. No
232(22)-Edn.(U) dated 28.02.2020 on Pay Revision starting 1.1.2020**

I,do hereby declared and certify that:

1. I live in a house owned by me.
2. I live in a rented house and the rent paid by me.
3. I live in a house rented/owned by my parents/spouse/relatives and I contribute towards the rent/maintenance & taxed of the house.
4. I am staying in University Quarters allotted for me with a monthly rent of Rs..... at Quarters No..... and addresses of the Qrt. is
[Strike out whichever is not applicable]

I further declared that:

1. I have no spouse.
2. I have spouse but he/she is not in employment.
3. My spouse is an employee of the Central Govt./State Govt./.....Govt.

Undertaking/Govt. Aided Educational Institution and is drawing Rs.....
(Rupees.....only) p.m. as HRA and I would like to
draw HRA of Rs..... (Rupees.....p.m. from
Jadavpaur University.

Details are as under:

- 6) Name of the Spouse:
- 7) Name of the Employer of Spouse:
- 8) Address & Phone No. of Employer:
- 9) Present Basic Pay of Spouse: Rs.....month of.....
- 10) Present HRA of Spouse: Rs.....(*)

Date:

Signature _____

Employee Code _____

Designation _____

Salary Register No.----- Page No.-----

Department _____

(*) A copy of the HRA certificate issued by the employer s to submit to us with this form.

FOR OFFICE USE

Amount of HRA allowed: Rs.p.m.

The HRA is fixed at above figure.

Dealing Asstt. Of Pay

Supdt., Pay Section

Dy. Finance Officer/Finance Officer

**JADAVPUR UNIVERSITY
KOLKATA – 700032**

**DECLARATION IN RESPECT OF HOUSE RENT ALLOWANCE AS PER G.O.No.-
198(22) Edn(U) dated 19.2.2020 on Pay Revision starting 1.1.2020**

I,do hereby declared and certify that:

1. I live in a house owned by me.
 2. I live in a rented house and the rent paid by me.
 3. I live in a house rented/owned by my parents/spouse/relatives and I contribute towards the rent/maintenance & taxed of the house.
 4. I am staying in University Quarters allotted for me with a monthly rent of Rs.....
..... at Quarters No..... and addresses of the Qrt. is
- [Strike out whichever is not applicable]

I further declared that:

1. I have no spouse.
2. I have spouse but he/she is not in employment.
3. My spouse is an employee of the Central Govt./State Govt./.....Govt.
Undertaking/Govt. Aided Educational Institution and is drawing Rs.....
(Rupees.....only) p.m. as HRA and I would like to
draw HRA of Rs.....(Rupees.....p.m. from
Jadavpaur University.

Details are as under :

1. Name of the Spouse:
2. Name of the Employer of Spouse:
3. Address & Phone No. of Employer:
4. Present Basic Pay of Spouse: Rs.....month of.....
5. Present HRA of Spouse: Rs.....(*)

Date:

Signature _____

Employee Code _____

Designation _____

Salary Register No.----- Page No.-----

Department _____

(*) A copy of the HRA certificate issued by the employer s to submit to us with this form.

FOR OFFICE USE

Amount of HRA allowed: Rs.p.m.

The HRA is fixed at above figure.

Dealing Asstt. Of Pay

Supdt., Pay Section

Dy. Finance Officer/Finance Officer