

**Application for Incentives for Excellence in Education to the
Children of Existing Employees Under Staff Welfare Scheme**

To
The General Manager,
Zonal Office
Hyderabad Zone-1
Hyderabad.

Dear Sir,

Reg: Application for Incentives for Excellence in Education for the Year
2013-2014 under Staff Welfare Scheme .

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In response to Head Office / Zonal Office Circular, I submit here below
the required information together with attested copies of certificates for
consideration of Sanction of Incentives for Excellence in Education to my
Children under the Staff Welfare Scheme for the Academic 20 - 20 .

1. Full Name of the Employee : _____
2. Code / Designation/ Grade : _____
3. Branch/Department No. : _____
4. Particulars of the Ward : _____

	Name of the Ward	Date of Birth	Class Studying during this Academic Year
1			
2			

5. SB/SOD/COD A/c No. _____
at _____ Branch.

Declaration

I have gone through the contents of the Scheme “Incentive for Excellence
in Education” Circulated through our Head Office Circulars issued from
time to time. I hereby declare that the information furnished in this
application is true and correct to the best of my knowledge and belief. I
will refund the amount of Incentive to the Bank if it is proved afterwards

that incorrect and false information was furnished by me, besides being liable for disciplinary action.

Place :

Signature of Employee

Date :

Recommended for consideration

(with Office Seal)

Branch Manager

For Zonal Office Use

The application is in conformity with the guidelines issued by Head Office from time to time. Hence recommended for sanction of Rs. towards incentive for Excellence in Education for one / two children.

Sanctioned Rs.

Date

Sanctioning Authority