

APPLICATION FOR LOAN TOWARDS INSURANCE/REPAIR OF MOTOR VEHICLE

SECTION A - Applicant

To: THE COMPTROLLER OF ACCOUNTS
TREASURY BUILDING

I hereby apply for a loan of

.....Dollars andCents towards:

(a) Insurance of Motor Vehicle Reg. No. \$.....

(b) Repair of Motor Vehicle Reg. No. \$.....

* This is my first Application for Insurance / Repair Loan: Yes ☐ No ☐

Name of applicant Signature of applicant.....
(Block letters)

Tel. Contact Number..... Date:

SECTION B – Human Resource Unit

Name of Applicant
(Surname) (Other Names)

Former Name
(Surname) (Other Names)

Residential Address

Substantive Position

Ministry/Department

Division

Payroll Location.....

Acting Position.....

Ministry/Department

*Contract Period from

*(for contract officers only)

Income Tax File No.

N.I.S. No.

I.H.R.I.S. No.

Date:

.....

Head of Human Resource Unit

SECTION C – Accounting Unit

I certify that Mr./Mrs./Miss.....is/is not indebted
to the Government of the Republic of Trinidad and Tobago in respect of previous Purchase/Insurance/Repair
Loan as atas follows:-

Indebtedness:	(a) Purchase Loan	\$.....
	(b) Insurance Loan	\$.....
	(c) Repair Loan... ..	\$.....
	Total Indebtedness... ..	\$.....

Acctg. Unit Code:

Sub-Acctg. Unit Code:

Tel. Contact No.

Date:
.....
Head of Accounting Unit

SECTION D –PERMANENT SECRETARY/HEAD OF DEPARTMENT

I hereby certify that Mr./Mrs./Ms..... an officer
holding the Permanent/Acting/Temporary/Contract appointment of.....
is required to keep a Motor Vehicle.

.....
Head of Division

.....
Permanent Secretary/Head of Department

Date:

Date: