

**PAKISTAN ATOMIC ENERGY COMMISSION FOUNDATION**

**P.O BOX NO. 216,**

**ISLAMABAD**

**Application for**  
**Grant for Daughters' Marriage**

*(For In-service & retired employees in SPS 1 to 7 only)*

1. Applicant's Name: Mr. / Mrs. \_\_\_\_\_  
*(Block letters) (Widow may write her name alongwith the names of her husband)*

2(a) PIN #: \_\_\_\_\_ 2(b) CNIC # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

3. Designation: \_\_\_\_\_ 4. Project/Establishment \_\_\_\_\_

5. Present Status In-service  Retired   
If retired, mention date of retirement. \_\_\_\_\_  
*(Widow may mention date of death of her husband)*

6. Nature of Service: Regular  Contract

7. SPS \_\_\_\_\_ 7(b) Basic Pay Rs. \_\_\_\_\_ *(at the time of submitting application / retirement)*

8. Date of starting contribution towards CFP: \_\_\_\_\_  
*(Mention month & year e.g Mar, 01)*

9. Daughters' Name: \_\_\_\_\_  
*(Block letters)(Spell the same as in official documents such as service book)*

10. Date of marriage *(As written in the Nikah nama)*: \_\_\_\_\_  
*(Day-Month-Year)*

11. Date of Rukhsati *(If Nikah is solemnized earlier)*: \_\_\_\_\_

12. Whether grant for Daughters' marriage availed from the Foundation earlier?  
Yes  No   
If yes, give detail. \_\_\_\_\_  
*(Mention the amount and date)*

13. Declaration by the applicant.  
*I solemnly declare that I have been well informed of / read the terms & conditions of the subject scheme and I solemnly declare that the above information is true.*

Date: \_\_\_\_\_  
*(Signature of the applicant) (Applicant's Cell #)*

14. **Endorsement from Head of Establishment / Administrator.**  
*The above information as submitted by the applicant is correct & verified.*

Date: \_\_\_\_\_  
*(Signature & Stamp) (Contact No.)*

**For Foundation Office Use only.**

Application receipt date: \_\_\_\_\_ Date as in the application: \_\_\_\_\_

## **Documents/Eligibility Checklist**

*(Tick the relevant one)*

- Attested copy of the Nikah-Nama of the daughter for whom the grant is applied. The Nikah-nama should clearly show the date of Nikah and date of registration of Nikah along with the official stamp of the Nikah Registrar. The name of the daughter in the Nikah-nama may be written and spelt same as in the official documents (Service book / relevant page of SPD Security Clearance Proforma / B-Form). The Nikah / Marriage ceremony may be solemnized within six (6) months of the date of application.
- The Foundation may also consider cases in which Nikah has been solemnized earlier however, marriage (*Rukhsati*) is arranged in later dates (within six (6) months of date of submission of application). In such cases, proof of Rukhsati in form of a press printed wedding card and / or certificate from the Nikah Registrar / Local Government official with endorsement from Project / Establishment Administration may be provided alongwith marriage registration certificate from local administration.
- Advance applications may also be considered. In this case, the applicant should clearly mention the expected date of Nikah / marriage clearly at No. 10 in the form. A copy of *Nikah-nama* / proof of marriage may be provided within three (3) months. The applicant may also provide a certificate endorsed/verified by Admin officer/Administrator that he / she would submit the *Nikah-nama* within three (3) months stipulated time, failing which, the amount be recovered from his / her salary at source.
- Attested copy of the 1<sup>st</sup> page of the Service Book of the applicant showing list of his family members including the daughter for whose marriage, grant is applied. In absence of service book only (such as in case of contract employees), attested copy of the relevant page of the applicant's SPD Security Clearance Proforma OR B-Form of the applicant with the above-mentioned information.
- Contract employees should submit attested copies of appointment letter and contract extension letter (if any).
- Certificate (in original) from the Head, LAO that the applicant is/was contributing towards Central Financial Pool (CFP) indicating month and year of making contribution. An applicant is required to be a contributor towards CFP for at-least one year prior to the date of *Nikah* Employees who retired / died before March 1999 are exempted.
- Attested copy of the immediate previous month's pay slip of the applicant. In case of retired / deceased employee, copy of LPC (Last Pay Certificate) alongwith copy of PPO (Pension payment Order) may be provided.
- Attested copy of the CNIC of the applicant.
- An applicant can apply for any number of daughters at one time. However, in this case separate forms may be filled.