



**COMSATS** University Islamabad  
Treasurer Department -Principal Seat  
Application for GP Fund Advance Settlement

Applicant Name: \_\_\_\_\_

GPF Code: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

Campus: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Recommendation of HOD: \_\_\_\_\_

Signature of HOD: \_\_\_\_\_

**Official Use (Accounts Department-Campus)**

Total Advance: \_\_\_\_\_

Total Amount outstanding as per today: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: AT/DT/Add.Tr

**Approved / Not Approved**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: Treasurer-CUI

**(Post-Approval)**

**Bank Information for Deposit:**

Bank & Branch: HBL, COMSATS Branch

P.S A/C No. 2433-700-0004501 (GPF)

Amount: \_\_\_\_\_

Title of CHQ: CUI GP Fund

Chq No: \_\_\_\_\_

Attached the Following Documents.

1. Employee Last Pay Slip
2. Original Cheque / Deposit Slip

**DOC#CIIT-PS/TD/SOP/01REV#01**

Prepared by:  
Treasurer Department (P.S)