

DOCUMENTS REQUIRED FOR FAMILY PENSION TO UN-MARRIED DAUGHTER

- 1) Family pension proposals in 3 sets as per G.O.Ms No. 111 Finance (HRM.VI) Department dated 03.09.2015 i.e.
 - a) Part I duly signed by applicant and Pension Sanctioning Authority,
 - b) Part II-A duly filled and signed by Pension Sanctioning Authority and
 - c) Part II-B sanction accorded in the name of applicant by the Pension Sanctioning Authority indicating the family pension amount.
- 2) Descriptive Rolls in 3 sets as per G.O.Ms.263 Fin&Plg (Fw.Psc) Department dt. 23.11.1998 duly attested across the photographs and at the end of the page certifying specimen signature & Identification Marks by a State Government Gazetted Officer in service.
- 3) Attested copies of Death Certificate of deceased Govt. Servant and his/her spouse issued by Competent Authority.
- 4) Attested copies of latest Family Member Certificate in respect of the family of Govt. Servant/Family Pensioner issued by Revenue Authorities.
- 5) Self Declaration from the applicant stating that-
 - a) She is totally dependent on the deceased Govt. Servant/Pensioner while he/she was alive.
 - b) Marital status and employment status to be mentioned.
 - c) There are no physically/mentally disabled children in the family of the deceased Government Servant.
 - d) No other member in the family is eligible for family pension other than the applicant.
(The declaration should be countersigned by Pension Sanctioning Authority)
- 6) An Income Certificate from Revenue Authorities duly stating the Annual Income from all sources may be furnished (either original or attested by Pension Sanctioning Authority).
- 7) Life Time Arrear Certificate from Treasury Authority duly specifying the date upto which pension was paid last and the name of the person to whom it was paid (either original or attested copy).
- 8) If the applicant is having elder sister(s), then an affidavit from elder sister(s) stating-
 - a) They don't have any objection for sanction of family pension to the applicant and
 - b) They are not eligible for family pension as per G.O.Ms.315 dt. 07.10.2010.

The Pension Proposals and documents/certificates furnished have to be countersigned by the Pension Sanctioning Authority.