



This nomination supersedes the nomination made by the earlier on \_\_\_\_\_ which stands cancelled.

- Note : (i) The Government servant shall draw lines across the blank space below the last entry to prevent the insertion of any name after he has signed.  
(ii) Strike out which is not applicable.

Date this \_\_\_\_\_ day of \_\_\_\_\_ 19  
at \_\_\_\_\_

Witness Signature:

Signature of Government  
Servant

- 1.
- 2.

(to be filled in by the Head of office / Audit officer )

Nomination y \_\_\_\_\_

Signature of Head of  
Office / Audit Officer

Designation \_\_\_\_\_

Office \_\_\_\_\_

Date \_\_\_\_\_

Designation \_\_\_\_\_

**PROFORMA FOR ACKNOWLEDGING THE RECEIPT OF THE NOMINATION  
BY THE HEAD OFFICE / AUDIT OFFICER**

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sir,

In acknowledging the receipt of your nomination dated the \_\_\_\_\_ cancellation dated the \_\_\_\_\_ of the nomination made earlier in respect of gratuity in Form \_\_\_\_\_ I am to state that it has been fully placed on record.

Place:

Signature of head of office /  
Audit officer (Designation)

Dated the \_\_\_\_\_

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Note : The Government servant is advised that it would be in the interest of his nominee if copies of the nomination and the related notice and acknowledgements are kept in safe custody so that they may come into the possession of the beneficiaries in the event of his death.

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FORM - 2  
(SEC.Rule 53(1))

NOMINATION FOR DEATH-CUM-RETIRMENT GRATUITY

When the Government Servant has no family and wishes to nominate one person or more than one persons.

I, ..... having no family, hereby nominate the person/persons mentioned below and confer on him/them the right to receive, to the extent specified below, and gratuity the payment of which may be authorised by the Central Government in the event of my death while in service and the right to receive on my death, to the extent specified below, any gratuity, which having become admissible to me on retirement may remain unpaid at my death:

Original Nominee(s)				Alternate Nominee (s)	
Name & Addresses of Nominee	Relationship with Govt. Servant	Age	Amount of Share of gratuity payable to each	Name, address, relationship & age of the person or persons, if any, to whom the right conferred on the nominee pre-deceasing the Govt. servant or the nominee dying after the death of the Govt. servant but before receiving payment of gratuity.	Amount or share of gratuity payable to each
1	2	3	4	5	6

\* This column should be filled in so as to cover the whole amount of the gratuity.

\*\* The amount / share of the gratuity s own in this column should cover the whole amount / share payable to the original nominee (s).

The nomination supersedes the nomination made by me earlier on \_\_\_\_\_ which stands cancelled.

Note – (i) The Government servant should draw lines across blank space below the last entry to prevent the insertion of any name after he has signed.

(ii) Strike out which is not applicable.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 200 \_\_\_\_\_

at \_\_\_\_\_

Witness to signature

1. \_\_\_\_\_

2. \_\_\_\_\_

Signature of Government Servant

( To be filled by the Head of Office)

Nomination by \_\_\_\_\_  
Designation \_\_\_\_\_  
Office \_\_\_\_\_

Signature of Head of Office

Date \_\_\_\_\_

Designation \_\_\_\_\_