



Code :

**Sri Venkateswara University :: Tirupati**

**ANNUAL VERIFICATION CERTIFICATE**

**(As per Govt. Memo. No. Fin01.34021/125/2018-SO(HR.3-Pen-I), Dated : 20.12.2018)**

- 1. Type of Pension : **SERVICE PENSION / FAMILY PENSION**
- 2. Name of Individual & Designation at the time of Retirement :  
S/o. D/o. W/o. H/o :
- 3. Date of Birth/Age :
- 4. AADHAR No. :   
(enclose Copy of AADHAR)
- 5. Name of the Bank & Branch : Union Bank of India/State Bank of India,
- 6. Bank Account No :
- 7. Employment Particulars : (Applicable if Re-Employed after retirement/  
Appointed on Compassionate Grounds)
  - i. Name of Office :
  - ii. Date if Employment/ Re-Employment :
  - iii. Re-Payment Particulars :  
(Enclose Official Copy)
- 8. Re-Marriage Particulars :  
if any
  - i. Date of Re-marriage :
  - ii. Name of the spouse :
- 9. Present Residential address :  
with Phone No / Mobile No.  
**e-mail :**
- 10. PAN No. :  
**(PAN Number is mandatory & a copy of PAN CARD)**

Affix Latest Passport size photograph  
  
(to be attested by the Branch Manager)

**DECLARATION OF THE PENSIONER**

I hereby declare that

- i. I am not drawing any other pension
- ii. I am drawing other pension through PPO No: \_\_\_\_\_ &not drawing any D.R on that Pension
- iii. The particulars mentioned above are true to the best of my knowledge and belief, If the above particulars proved wrong at any time, I am liable for disciplinary/criminal action as per rules.

(OR)

(Left hand Thumb Impression of Pensioner)

(Signature of the Pensioner)

Place :

Date:.....

**ACKNOWLEDGEMENT**

Received the Annual Verification Certificate on \_\_\_\_\_ with Pensioner Code No \_\_\_\_\_ of Sri/Smt/ Prof/Dr \_\_\_\_\_

Receiver's Signature

Code :

**CERTIFICATE-I**

(To be issued by the Drawing & Disbursing Officer)

Certified that Sri/Smt\_\_\_\_\_W/o / H/o  
Late\_\_\_\_\_ was appointed as \_\_\_\_\_on  
compassionate grounds in this office with effect from \_\_\_\_\_he/she is being paid the  
Dearness Allowance eligible to him/her at the rates sanctioned by the government from time to time.

As per the declaration filed by the individual, he/she is not drawing any Dearness Relief on the  
family pension with Family Pensioner Code No\_\_\_\_\_from the University / Pension Payment  
Office.

Station:

Date:

Signature & Office Seal

**CERTIFICATE-II**

Certified that I have seen the Pensioner / Family Pensioner as on \_\_\_\_\_and he/she  
is alive on this date and drawing Pension/Family Pension from the Bank

Date:

Place :

Signature of the Bank Manager  
With name and Seal

**NOTE:**

1. All the details required to be filled legitimately
2. Please affix the latest passport size photograph wherever necessary
3. Please provide residential address along with **mobile/phone no. & e-mail**
4. The Family Pensioners are required to submit their copy of the PAN along with Income tax returns of the previous financial year
5. The Certificate shall be signed by the concerned Bank Manager where the Pensioner/Family Pensioner drawing Pension/Family Pension and also on the photograph along with seal
6. The Annual Verification certificates will be entertained from 1<sup>st</sup> January 2024 to 28<sup>th</sup> February, 2024
7. The non-receipt of the Annual Verification Certificate shall lead to stoppage of Pension / Family Pension from March, 2024 onwards

(Latest Cir. Memo. No.Fin02-1060/14/2020-DSES-DTA(1131573), DATED :07/11/2023)