

Employee Code: \_\_\_\_\_

**STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2023 AS ON 31.12.2023**

Name of Employee (in full) \_\_\_\_\_

Grade Pay: \_\_\_\_\_

Designation and place of posting \_\_\_\_\_

Basic Pay: \_\_\_\_\_

Name of District, Sub-Division, Taluk & Village or City where property is situated (full location & postal address)	Name & Details of Property Housing, Lands and Other Buildings	Cost of construction /Acquirement (and year when purchased) including cost of the land in case of house	Present Value*	If not in own name, state in whose name held & his/her relationship to the Govt. Servant	How acquired? Whether by purchase, lease**, mortgage, inheritance, gift or otherwise with date of acquisition & name with details of person(s) from whom acquired.	Annual Income from the property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature with Date: .....

**Note:**

- 1) \* In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.
- 2) \*\* Lease includes short term lease also.
- 3) The declaration form is required to be filled in and submitted by every employee under Rule 18(1) of the CCS (Conduct) Rules,1964), on the first appointment to the service and thereafter at the interval of every year, giving particulars of all immovable property owned, acquired or inherited by him/her or held by him/her on lease or mortgage, either in his/her own name of any member of his/her family or in the name of any other person depending on Government servant.
- 4) The wording "No change or No addition or As in previous year" may be avoided and all details be filled up.