Annexure-II

**INDIAN MARITIME UNIVERSITY**

Statement of Annual Property Return for the year 2021 (as on 31-12-2021)

Name of Officer (in full): **………………………………………………….** Designation: **……………………….** Date of Birth : **……………….**

Name of IMU Campus**………………………….**  Present Pay:**……………………**

Date of appointment: **……………………….** Date of retirement: **…………………..**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of district sub-division, Taluk and village in which property is situated. | Name and details of property- housing, lands and other buildings. | Date of Acquisition of Property | Details of Prior Sanction / Intimation, as the case may be | Cost of construction/acquirement including land in case of house and year when purchased. | \*Present Value | If not in own state in whose name held and his/her relationship to the servant. | How acquired whether by purchase, lease\*\*, mortgage, inheritance gift or otherwise, with details of persons from whom acquired | Annual Income from Property | Remarks |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|  |  |  |  |  |  |  |  |  |  |

Signature:………………………………..

Date:………………………………………..

Notes:

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. \*\*Includes short term lease also.
3. The declaration form is required to be filled in and submitted by every employee (Group A and Group B & C) of IMU on the first appointment to the service and thereafter at the interval of every twelve months, giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any members of his family or in the name of any other person dependent on servant.
4. The wording ‘no change’ or ‘no addition’ or ‘as in the previous year’ should be avoided and full details provided.
5. The columns should be filled up neatly in capital letters.