

*Charles University, Faculty of Social Sciences*

**Application for the Contribution to the Interest on a Purpose Loan for Housing Needs**

**Name:** ……………………………………………………………...

**Date of birth:** …………….…...

**Workplace:** ……………………………………………………………...

**Bank account for the purpose of sending the contribution:** ………..………. / ……….

**Requested amount of contribution:** ………...

**Affidavit**:

I hereby declare that

* the submitted agreement for a purpose loan is directly related to my current or future housing
* all the submitted data are true and I will promptly report any changes to them to the employer
* in the current calendar year I do not apply for this contribution at any other component part of the university

By signing this application I declare that I agree that the employer collects my personal data for the purpose of awarding and granting the contribution to the interest on a purpose loan for housing needs and handles or otherwise processes them for the same purposes in accordance with the law no. 101/2000 coll., on the protection of personal data, as amended.

**Date:** ……………. **Employee’s signature:** ……………………..

**Supplements:**

1. At the first application for the contribution to the interest on a purpose loan:

* **agreement for a purpose loan**
* **extract from the ownership deed** in the case of the purchase of a housing item, or further
* **agreement for the transfer of membership rights and obligations, agreement for the transfer of a business share, extract from the public register, a tenancy agreement, and others**
* **confirmation of a building savings bank or confirmation of a bank or a branch of a foreign bank** about the amount of interest paid in the last calendar year on a purpose loan

2. For subsequent applications:

* **confirmation of a building savings bank or confirmation of a bank or a branch of a foreign bank** about the amount of interest paid in the last calendar year on a purpose loan

**Statement by the personnel office:** [ ]  **complies** ………... **/** [ ]  **does not comply x)**

Date: …………….

……………………………………………………………...

**Statement by the account office with an indication of the amount of the contribution:**

Date: …………….

……………………………………………………………...

**Approval by the Secretary of the faculty of the payment of the contribution:**

Date: …………….

……………………………………………………………...

**Confirmation of the account office about receipt of a copy of the application for processing and payment of the amount:**

Date: …………….

……………………………………………………………...

**Confirmation of the account office about receipt of a copy of the application for tax purposes and entry into the wage sheet of the employee**

Date: …………….

……………………………………………………………...