izi= la[;k. 12&c

**Hkkjrh; izkS|ksfxdh laLFkku ¼dk-fg-fo-½] okjk.klhA**

**Indian Institute of Technology (BHU), Varanasi.**

 **foHkkx /DEPARTMENT OF……………………………………………………….…**

**Hkfo"; fuf/k ds vafre Hkqxrku ds fy, izkFkZuk i=**

**APPLICATION FORM FOR FINAL PAYMENT OF PROVIDENT FUND**

mi dqylfpo ¼ys[kk½@The Dy. Registrar (Accounts)

foÙk dk;kZy; ¼Hk-fu- vuqHkkx½@Finance Office (P.F Section)

Hkk-izkS-la- ¼dk-fg-fo-½@ IIT (BHU)

Jheku@ Dear Sir,

eSa lsokfuo`fRr dh vof/k iw.kZ gksus ds mijkar bl laLFkku ls fnukad ------------------------------------------ dks lsokfuo`Rr gks jgk gwaA

esjk Hkfo"; fuf/k lkekU; Hkfo"; fuf/k ¼th-ih-,Q-½@va'knk;h Hkfo"; fuf/k ¼lh-ih-,Q-½ [kkrk la[;k ----------------------------------------------------------------gSA

eSa vkils ;g fuosnu djrk gwa fd esjs lsokfuo`fRr ds i'pkr esjs }kjk Hkfo"; fuf/k ds ;ksxnku dh laiw.kZ jkf'k tks fd esjs Hkfo"; fuf/k esa tek gS mldk Hkqxrku eq>s rRdky dj fn;k tk,A

I am due to retire on superannuation from Institute Service on……………

My Provident Fund Account No. is GPF/CPF………………………….

I request that amount of my contribution to provident fund standing to the credit in my P.F. Account may be paid to me immediately after my retirement.

Hkonh;@ Yours Faithfully,

fnukad@Date --------------------------------------- gLrk{kj@ Signature ------------------------------------------------------

iwjk irk@ Full Address -------------------------------------- iwjk uke@ Full Name -----------------------------------------------------

----------------------------------------------------- inuke@ Full Name --------------------------------------------------------

------------------------------------------------------ deZpkjh la[;k@ Empl. No. ----------------------------------------

------------------------------------------------------ foHkkx@ Department --------------------------------------------------------

 **¼dsoy foHkkxh; dk;kZy; mi;ksx gsrq½**

(FOR USE BY DEPARTMENT OFFICE ONLY)

lanHkZ la[;k@ Ref. No. --------------------------------------- fnukad@Dated ---------------

1. bl fVIi.kh ds lkFk vxzsf"kr fd deZpkjh ds mi;qZDr izkFkZuk i= esa mfYyf[kr Hkfo"; fuf/k@[kkrk la[;k vkSj fnukad ls lacaf/kr lHkh izfof"V;ka lgh gSaA

Forwarded with the remarks that the entries of P.F/A/c No. and the date of his/her retirement as indicated in the aforesaid application is correct.

1. izekf.kr fd;k tkrk gS fd Hkfo"; fuf/k dk vkf[kjh va'knku ¼fjdojh lfgr½ deZpkjh ds osru ls vfxze ds rkSj ij ---------------------------------------------- eghus esa dkV fy;k x;k gSA

Certified that the last subscription of P.F (including recovery) against advance was made from his/her salary bill in the month of……………………………….

1. deZpkjh dk uewuk gLrk{kj uhps layXu gSA

Specimen signature of the employees is appended below.

deZpkjh dk uewuk gLrk{kj foHkkxk/;{k dk gLrk{kj

Signature of Employee Signature of HOD

vf/k"Bkrk@foHkkxk/;{k@leUo;d@izHkkjh }kjk izekf.kr

Attested by Dean/Head/Coordinator/In-Charge