

KIOCL Limited

11nd Block, Koramangala, Bangalore-34

(Application for final settlement/Transfer of provident fund account vide rules 32 to 34 of Provident Fund Rule).

1. a) Name (in block letters) ;
- b) Staff No. ;
- c) Department ;
2. Designation ;
3. Basic pay and D.A. last drawn ;
4. Date of joining in ;
5. Departments served after joining ;
6. Date of admission to Provident Fund ;
7. Date of termination of Service ;
8. Reasons for termination of service (Copy of relevant Office order to be attached) ;
9. Mode of payment desired :
Cheque (Crossed/uncrossed) Money Order/Cash
(Strike out inapplicable words).
10. Other remarks, if any ;
11. Any PF loan or adhoc taken ;

DECLARATION

I request that my provident fund may be transferred to my present employer* at the address given below.

I clearly understand that the remittance by Money Order or Uncrossed cheque is made at My sole risk and that the Board of Trustees for I accept no responsibility for any loss due to fraudulent encashment thereof by un-authorised parties.

OR

Name & Address of Present employer

Letter from your present employer to this effect is required.

Full Name & Signature of
L. T. I. of the member/claimant.

"A VERNACULAR SIGNATURE TO BE WRITTEN IN ENGLISH/LTI OF THE PERSON SHOULD BE DESCRIBED " Relationship of the claimant..... is attested.
Signature/LTI of Shri..... is attested.

(To be attested by an Officer with his
NAME & OFFICIAL SEAL)

GAZETTED OFFICER/MLA/MP

FOR USE IN THE PERSONNEL BRANCH OF THE DEPARTMENT

1. Certified that the information given overleaf above (i.e. items 1 to 8) is correct. There are no demands against him/her/copy of demand certificate is enclosed.
2. Certified that the applicant is released from service after fulfilment of the contract with the company on.....
3. The resignation submitted by the Applicant has been duly accepted with effect from
4. The services of applicant was/are discharged/terminated/dismitted with effect from.....

Date : _____
Signature of Head of Office/P.O.
(with Official Seal & Designation)

FOR USE IN PAY SECTION (F&A BRANCH)

1. Certified that final payment of Salary upto.....
has been made to the applicant after recovering all the dues vide bill No.....
2. Certified that the credits in respect of P. F. of the applicant have been transferred to PF Section upto.....

Date : _____ Accounts Officer (Pay)

FOR USE IN P. F. SECTION

Total amount payable as under :

- | | | |
|---|----|-----|
| 1. Compulsory contribution including interest * | Rs | Ps. |
| 2. Employer's contribution including interest
(25% / 50% / 75% / 90% / 100%) | | |
| 3. Voluntary/Optional subscription including interest * | | |

Less : Deduction of PF Loan : _____	Rs	
Interest on PF Loan : _____		
(* Interest paid upto _____)		
NET PAYABLE is _____	Rs.	

PAYMENT SANCTIONED :

(Rupees) Certified that the final payment of Rs. _____ contribution is admissible under provision of PF rules after including recovery of Rs. _____ not payable.

TRUSTEE : _____ TRUSTEE :

Paid by Voucher No. _____ Date _____
Cheque No. _____ Date _____

ACCOUNTS OFFICER (P. F.)