

## FORMS

FORM OF APPLICATION FOR FINAL PAYMENT/TRANSFER  
TO CORPORATE BODIES/OTHER GOVERNMENTS OF BALANCE  
IN THE CONTRIBUTORY PROVIDENT FUND ACCOUNT

To

The Director,  
S.L.I.E.T. Longowal

Sir,

I am to retire/have retired/have proceeded on leave preparatory to retirement for \_\_\_\_\_ months/have been discharged/have been discharged/have been permanently transferred to \_\_\_\_\_/have resigned finally from Institute service/have resigned service under \_\_\_\_\_ Government to take up appointment with \_\_\_\_\_ and my resignation has been accepted with effect from \_\_\_\_\_. I joined service as \_\_\_\_\_ on \_\_\_\_\_ forenoon/afternoon and subsequently as \_\_\_\_\_ on \_\_\_\_\_.

2. My Provident Fund Account No.: is \_\_\_\_\_.

3. I desire to receive payment through Bank RTGS/NEFT as per following details:-

Sr.No.	Particulars	
1.	Name of Account holder	
2.	Name of the Bank & Branch	
3.	Account No.	
4.	IFSC Code	

Signature of Employee and Designation

Specimen Signature of Employee

Attested by Assistant Registrar/Dy. Registrar

**FOR OFFICE USE ONLY**

**REPORT BY ADMINISTRATION SECTION**

1. He/she has finally retired/will proceed on leave preparatory to retire from \_\_\_\_\_ months/has been discharged/dismitted/has been permanently transferred to \_\_\_\_\_/ has resigned finally from Government services/has resigned services under \_\_\_\_\_ Government to take up appointment with \_\_\_\_\_ and his/her resignation has been accepted w.e.f. \_\_\_\_\_ forenoon/afternoon.

\_\_\_\_\_  
\_\_\_\_\_

**Dy. Registrar (Admn.)**

2. The last fund deduction was made from his/her pay in this office Bill No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_), cash voucher No. \_\_\_\_\_ of dated \_\_\_\_\_ Treasury, the amount of deduction being Rs. \_\_\_\_\_ and recovery on account of refund of advance Rs. \_\_\_\_\_.

3. Certified that he/she has neither sanctioned any temporary advance or any final withdrawal from his/her Provident Fund Account during the 12 months immediately preceding the date of his/her quitting service under \_\_\_\_\_ Government/proceeding on leave preparatory to retirement or thereafter.

**OR**

**Continued on Page 2/-.**

## AFFIDAVIT

I \_\_\_\_\_ S/O \_\_\_\_\_ R/O \_\_\_\_\_  
do hereby solemnly affirm and declare as  
under:

01. That I have worked as a \_\_\_\_\_ w.e.f. \_\_\_\_\_ to \_\_\_\_\_ in Sant Longowal Institute of Engineering & Technology, Longowal.
02. That I have left the service of the Institute on \_\_\_\_\_ by retirement/resignation.
03. That nothing is outstanding against me as per No Due Certificate attached.
04. That I have drawn the following advances refundable/non-refundable out of my CPF A/C No. \_\_\_\_\_ during the period of my service.
  - a)
  - b)
  - c)
  - d)
  
05. That in case any excess payment of CPF is made to my by the Institute then on demand I refund the same in lumsum to the Institute without any hesitation and litigation.

**Deponent**

### VERIFICATION

Verified that the contents of this affidavit are true and correct to the best of my knowledge and believe.  
No part of this affidavit is false or wrong.

Verified at \_\_\_\_\_

**Deponent**

**Date:**

PRE-RECEIPT

Received a sum of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) from  
the Sant Longowal Institute of Engineering & Technology, Longowal on  
account of full and final payment of C.P.F. Account No. \_\_\_\_\_ through  
demand draft/Cheque No. \_\_\_\_\_ dated \_\_\_\_\_  
issued by Central Bank of India, Longowal.

Signature with revenue stamp

Correspondence Address