

Govt. of W.B.
Dte. of ESI (MB) Scheme,
P-233, C.I.T. Scheme-VII M, (2nd floor),
Bagmari Road, Kolkata 700 054.

Memo No. DESI/

Dated

From: The Deputy Director (Admn),
Dte. of ESI (MB) Scheme, W.B.

To : The Pr. Accountant General (A&E) , W.B.
18, Rabindra Sarani,
Poddar Court,
Kolkata-1

Sub: Final payment of balance in the GPF A/c No.
of Sri/ Smt..... who
is / has going to retire / retired / resigned / died on / with effect
from.....

Enclosed please find an application in the prescribed form for final payment of balance in the G.P. Fund Account No.....of Sri / Smt. who is / has going to retire / retired / resigned / died on / with effect from

He is requested to issue necessary letter of authority early for final withdrawal of accumulated balance lying at the credit of Sri / Smt. for payment to the retired / resigned employee concerned / nominee(s) of the deceased. It is certified that :-

1) A sum of Rs.....(Rupees.....) only as subscription & Rs.....(Rupees.....) only as recovery was/ were last deducted from his / her salary for the month of vide Kol. P.A.O.-1 Token No. dtd. under the head of A/c "2210-01-102-NP- 001 / 003-V-01".

2) No /following non-refundable withdrawals was / were sanctioned to and drawn by the subscriber from his/her G.P.F. A/c during the period of 36 months immediately preceding the date of his / her retirement/ resignation or death or thereafter: -

Amount of Non-refundable Withdrawal	Sanction Order No. & date	P.A.O. Token No. & date	Date of Drawal

P.T.O.

Contd.

3) No / following temporary advance(s) was / were sanctioned to and drawn by the subscriber /deceased from his/ her G.P.F. A/c during the period of 12 months immediately preceding the date of his/ her retirement/ resignation / death or thereafter:-

Amount of Temporary Advance	Sanction Order No. & date	PA.O. Token No. & date	Date of Drawal

4) No / following 90% non-refundable withdrawal was sanctioned to and drawn by the subscriber from his /her G.P.F. A/c during the period of 12 months immediately preceding the date of his / her retirement/ resignation or death: -

Amount of 90%Non-efundable Withdrawal	Sanction Order No. & date	PA.O. Token No. & date	Date of Drawal

5)Place of payment : KOLKATA PAY & ACCOUNTS-I

6) Residential address of the applicant Sri/Smt

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- Encl. 1. Application in the prescribed form
 2. A.G.W.B.'s G.P.F. A/c slip
 3. Statement of G.P.F. Deduction furnished by D.D.O.

Dy. Director (Admn)
 Dte. of ESI(MB) Scheme,W.B.

Memo No. DESI/

Dated

!) Copy forwarded to Sri/ Smt.....

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2) O/c

Asstt.Director
 Dte. of ESI(MB) Scheme,W.B.