

GOVERNMENT OF INDIA  
Office of the DC(MSME)  
MINISTRY OF Micro, Small and Medium Entreprises

EMP. CODE NO.-----

FORM OF APPLICATION FOR FINAL PAYMENT IN THE CPF/GPF/ACCOUNT

The Accounts Officer,  
Pay & Accounts Office,  
Office of the DC(MSME)  
Nirman Bhavan, New Delhi-110 001  
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Sir,

I have resigned/retired finally from Government Service under Government of India and my resignation/retirement has been accepted with effect from Government of India on.....forenoon/afternoon.

2. My Provident Fund Account No. is DIT/NIC/-----.

3. My specimen signature in duplicate, duly attested by other Gazetted Officer is enclosed.

4. I request that the entire amount at my credit with interest due under the rules may be paid to me.

5. A sum of Rs. ----- (Rupees-----) was last deduction as Provident Fund subscription and recovery on account of refund of advance from my pay bill for the month ----- for Rs. --- ---- (Rupees -----) encased on at Delhi.

6. I certify that I have neither drawn any temporary advance nor made any final withdrawal from my Provident Fund Account during the 12 months proceeding the date of my quitting the service under the **Office of the DC(MSME), MINISTRY OF MSME**

(OR)

Details of the temporary advance drawn by me/final withdrawal made by me from my Provident Fund Account during the 12 months proceeding the date of my quitting serving under Government of India are given below:

Contd/2.....

7. I hereby certify that no amount was withdrawn/ the following amounts were withdrawn by me from my Provident Fund Account during the 12 month immediately proceeding the date of my quitting service under Government of India or thereafter for payment of insurance premium or for the purchase of new policy.

**Amount**

**Date**

8. The particulars of the Life Insurance Policies financed by me from the Provident Fund which are to be released by you are given below:-

Yours faithfully,

(Signature)

Name :

Address :

Station :

Date :

**CERTIFICATE BY THE HEAD OF OFFICE**

1. It is certified that after due verification with reference to the records in my office that no temporary advance/final withdrawal was sanctioned to the applicant from his Provident Fund Account during the 12 months immediately proceeding the date of his/her quitting service **Office of the DC(MSME), MINISTRY OF MSME**

(OR)

2. It is certified that after due verification of the records in my office that the following temporary advance/final withdrawal were sanctioned to and drawn by the applicant from his Provident Fund Account during the 12 months immediately proceeding the date of his quitting service under **Office of the DC(MSME), MINISTRY OF MSME.**

**Amount of advance/withdrawal:**

**date:**

3. It is certified that no demands/following demands of Government are due for recovery. (To be furnished in the case of C.P.F. only).

SIGNATURE OF HEAD OF OFFICE