

BURDWAN DISTRICT PRIMARY SCHOOL COUNCIL, BURDWAN

NETAJI BHAVAN, KACHHARI ROAD, BURDWAN

Form - IXA

To
The Chairman,
Burdwan District Primary School Council, Burdwan
Sir,

I am to inform you that

1. I am due to retire / have been retired from service with effect from AN / FN.
2. I have resigned finally from service in (Name of the Institution) with effect from and my resignation has been accepted with effect from
3. I have been dismissed from service with effect from

Necessary steps for final payment of balance standing at my credit in my G.P.F. Account may be made at the earliest convenience.

Or

I have been appointed as

In the

(Name and Address of the Institution)

with effect from

which comes under the jurisdiction of

(Name and address of the office under the Act.)

Necessary steps may please be taken for transfer of the balance including interest standing at the credit of my General Provident Fund Account Number to my G.P.F. Account Number allotted in my present Employment in (Name of the Institution).

Signature

(Name in Block Letters)

Address