To Date:

The Regional Provident Fund Commissioner, Place:

PF Office Address.

From

Name of the EPF member,

PF member Id:

UAN Number:

Sub: Request For PF Final Settlement

Dear Sir,

Please find enclosed PF withdrawal forms of mine along with supporting documents like cancelled cheque which are attested by my employer.

Here are the details of the documents which I have submitted:

|  |  |
| --- | --- |
| **S No** | **Name of the documents** |
| 1 | PF form 19 |
| 2 | PF form 10C |
| 3 | Cancelled cheque copy |

I request you to please process my final PF settlement as soon as possible.

Thanking you.

Sincerely,

Signature of the EPF member.