To Date:

The PF Commissioner Place:

PF office address.

Sub: Request to change the mobile number in the PF account.

Dear Sir,

This is to bring your kind notice that Mr. S Sunil, who employed with us from 12-050-2009 to 15-09-2014, with PF account number: GRVSP007898900012345 has lost his PF registered mobile number so he couldn’t able to find his UAN online.

Hence he left our company long back ago, we also couldn’t able to find his UAN from our previous records.

So we are requesting you to kindly change his mobile number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the PF account so that he can avail of PF online services.

Thanking you.

For the ABC Foundation,

Authorized Signatory.