



ལྷོག་ཉེན་བཅོལ་ཚད་འཛིན།  
Bhutan Insurance Limited  
Providing Security, Building Confidence

Your insurer of  
CHOICE

## APPENDIX- 5

### PRIVATE PROVIDENT FUND SCHEME

P.F.A/c: \_\_\_\_\_

#### MEMBER'S APPLICATION FOR REFUND

Dept. Code No.: \_\_\_\_\_

1. Name of application : \_\_\_\_\_
2. CID No : \_\_\_\_\_
3. Designation : \_\_\_\_\_
4. Office/employer : \_\_\_\_\_
5. Date of joining service : \_\_\_\_\_
6. Reason for leaving service : \_\_\_\_\_
7. Date of leaving service : \_\_\_\_\_
8. Contribution by no. & date : \_\_\_\_\_
9. Office Order no. & date : \_\_\_\_\_

I have the honour to request you to refund my contribution (credit in my A/c.) with the Provident Fund (with interest as admissible.)

Date: \_\_\_\_\_

Signature of Applicant.

### RECOMMENDATION FROM EMPLOYER

Certified that the above particulars are correct office order no. \_\_\_\_\_

Dated \_\_\_\_\_ has been issued in this regards (a copy of office relieving order to be attached)

Refund of member contribution (credit in his/her account) recommended subject to the following terms:

1. Members' contribution with interest admissible.
2. Amount standing to the credit of the members P.F.A/c Employees' and employers' contribution
3. Please issue bearer/ A/c payee/ Order Cheque
4. Please give the cheque to the member direct
5. Please send to the employer the cheque in favour of \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Employer

Date: \_\_\_\_\_

Name (in *Block Letters*)

(Designation with Seal)