The Regional PF Commissioner,

 Sub: Joint declaration by the Member and the Employer

Dear,

 Sir/Madam,

 I **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** was am/was an employee/ex- employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **bearing PF No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (UAN NO-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ )**.Furnishing below herewith correct details with aforesaid establishment.

|  |  |  |
| --- | --- | --- |
| PARTICULAR’S | CORRECT | WRONG |
| NAME |  |  |
| Father/Husband Name |  |  |
| Relation |  |  |
| Date Of Birth (DD/MM/YYYY) |  |  |
| Date Of Joining (DD/MM/YYYY) |  |  |
| Date Of Leaving (DD/MM/YYYY) |  |  |

I am also enclosing herewith self-attested copy ID proof (Any-One- PAN Card/Voter’s Identity Card/Passport/Aadhar/ for your ready reference.

Therefore, you are requested to make necessary changes in your records (If required) under intimation to me.

An early action in this regard will be highly appreciated.

**Yours Faithfully** :

**Name Of Authorized Signatory :**

Signature with Establishment Seal:

**Encl:**