To,

Assistant Commissioner

EPFO,

**Sub – Correction in the Name in r/o Mr.\_\_\_\_\_\_\_\_\_\_\_ bearing a/c no TH/VSH/\_\_\_\_\_\_/\_\_\_**

 **(UAN NO-\_\_\_\_\_\_\_\_\_\_\_\_)**

Dear sir,

 With reference to the above we would like to inform you that above mentioned member were not submitted his proof of documents at the time of enrolling PF membership. Now member has produced his Marriage Certificate and adhar card for correction in Name. Original documents along with joint declaration by the member and employer is enclosed herewith for your verification.

 The above mentioned members correct name me should be taken as **MR.\_\_\_\_\_\_\_\_\_\_\_**. You are requested kindly rectify the same at the earliest.

 We will be fully responsible if any kind dispute or discrepancy arise in above matter. Our establishment will pay any kind of short or extra payment generated in above case.

Inconvience caused to you is highly regretted.

Thanking you.

Yours faithfully

For

Authorized Signatory

Enclosed As Above