

LAST PAY CERTIFICATE

Last pay certificate of (a) of the (b) proceeding on transfer to/ retiring on pension.

Certified that (a)made over charge of his duties on the noon of the19....; and that he has received his pay and allowances at the following rates upto and for the19 ... ; and that the necessary deductions from his pay on account of service and other funds have been made as follows upto and for the 19

Rates of pay and allowances other than travelling allowances	Rate	Deductions from pay for Service Funds and Provident Funds including the Postal Life Insurance, Endowment Assurances and Monthly Allowances Fund, etc.	Rate
	Rs. P.	Nature of deductions	Rs. P.

Pay as S.R.P.F. Account Number ..

Allowances Income-tax (c)....., ...

2. The following sums are outstanding against him in the books of this office.
3. The following sums are due to the officers.
4. The following sums represent claims preferred by the officer but which have not been passed.
5. Recovery has been made at the rate of Rs..... upto the..... on account of family remittances at the rate of per month.
6. The Provident Fund Account number of the employee is

Station

Dated

- (a) Here enter title and Christian and surname in full.
- (b) Here enter the Office or service to which he belongs.
- (c) The details of income-tax recovered should be furnished along with the last pay certificate.
