

PAYEE'S LETTER OF AUTHORITY

To,

The Financial Adviser and Chief Accounts Officer Railway.

Dear Sir,

I request that my Provident Fund, Special Contribution to Provident Fund or/and gratuity moneys etc. may be remitted to me by postal money order or by cheque/bank draft on Bank sent by registered post at the following address.

I agree that the remittance made in the aforesaid manner shall be at my sole risk and shall be a complete discharge of government from all liability on the money being remitted by money order or in the cheque or bank draft being forwarded by registered post as the case may be. I herewith enclose a receipt for the amount.

Your faithfully,

.....
(Signature or thumb impression)

Full name of the payee

Father's name

Designation, if any

Full address

Note. – In forwarding the above form of the letter of authority to the payee, his father's name should invariably be shown on the covering letter and in address on the envelope.

RECEIPT

Received fromthe sum of rupeesin full and final satisfaction of my claim to Provident Fund account/Special Contribution to Provident Fund/ Gratuity.

Station

Date.....

.....
Signature of Payee
