**HUMAN RESOURCES DEPARTMENT**

**BANGLADESH HONDA PRIVATE LIMITED.**

**Factory: Ujilab, Sripur, Gazipur, Bangladesh.**

**Dhaka Office: Saimon Center, 4/a, 3rd Floor, Road no: 22, Gulshan-1, Dhaka-1212.**

**Acknowledgement for Dues of Outgoing Employees**

Date: 10-August-2016

Final Settlement of **Md.** **Dinar Ibn Raihan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Department | Customer Service |  | ID No | 040 |
| Section | Customer Service |  | Working Place | HONDA Dhaka Office |
| Designation | Executive, QIC & Warranty |  | Last Working Day | 31-July-16 |
| Date of Joining | 05-Feb-2015 |  | Resign Effective date | 31-July-16 |

Last Payment Status:

**Payable:**

|  |  |  |  |
| --- | --- | --- | --- |
| Salary  PF Both contribution  Leave Encashment  Gratuity |  | of July’16  From August’15 till July’16  L/A  GF | 0.0  26,640.00  33,295.00  23,050.00 |
| **TOTAL =** | |  | **82,985.00** |

**Less / Deduction:**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Advance adjustment |  | | Adjustment of February 2015 ~ July 2016 |  | | | 0.00 | | |
| **TOTAL =** | | |  | | | **82,985.00** | | |
| **Total Payable :** | | |  | | | **82,985.00** | | |

|  |
| --- |
| **(In Words: Eighty Two Thousand Nine Hundred Eighty Five Only)** |

**I, Md.** **Dinar Ibn Raihan**, son of Md. Raihan Ali, Address: FlatA1, House: 9/11, Road: 05, Gudaraghat, Middle Badda, Gulshan1, Dhaka worked for Bangladesh Honda Private Limited as an Executive, QIC & Warranty, Customer Service from 05-Feb-15 till 31-July-16. Here I have received my final payment BDT. 82,985.00. there are no other pending bill/payment/issues of me with Bangladesh Honda Pvt Ltd.

Cheque no: SCB: 2071754 Cheque issue Date: 10/08/2016.

**Md. Dinar Ibn Raihan**