

Emp ID :
Emp Name :
Last Working Day :
Location :

TO WHOMSOEVER IT MAY CONCERN

To whomsoever it may concern, I _____ Emp ID (_____)

Hereby submit an irrevocable resignation on _____ (date) to Cleartax and confirm that I have

1. Not availed any exemption leave encashment as per section 10 (10AA) of the Income Tax Act.1961.
2. Have availed leave encashment exemption during the following years and the amount of exemption availed is given below.

Year	Amount (Rs.)	Remarks

Request you to grant exemption to the extent of exemption eligibility by me as per the Income Tax Act, 1961.

Place:

Employee Signature

Date: