

							
FULL AND FINAL SETTLEMENT FORM							
1.	Name of the Employee	⇒	Mr. Suwendu Polley				
2.	Address	⇒	Gurgaon Haryana				
3.	Date of Joining	⇒	23-Sep-20				
4.	Date of Leaving	⇒	18-Jan-21				
5.	Total Working Day in Month	⇒	18				
5.	Rate of Salary on date of Leaving.		Monthly			Jan-21	
	Basic	⇒	12000	P.M.			6,968
	HRA	⇒	6000				3,484
	CEA	⇒	600				348
	LTA	⇒	3000				1,742
	Other Allowances	⇒	8400				4,877
	Total	⇒	30000	P.M.			17,419
	Less:-						
	Leave During Month						
	PF (Employee Part)						0
	Income Tax(TDS)		0				
	Arrear(Pf)						0
6.	Salary Payable (Net)	⇒	30000				17419
7.	Leave with wages if any	⇒	0	days			0
8.	Gratuity Calculation if any	⇒	N/a.				Nil
9.	Retrenchment benefits	⇒	15 days Basic Salary				0.00
			AMOUNT PAYABLE -				17419
10.	Advance Balance	⇒					0.00
12.	Other recoverable dues	⇒		Performance Deduction			5806.00
				Professional Tax			0.00
			Total Dedn.				5806.00
			NET AMOUNT PAYABLE -				11613
			Rounded Off				11613
Paid By - Bullish Ventures			Recived By - Suwendu Polley				
Date - 05/04/2021							