

## JOINT DECLARATION

To,

The Regional PF Commissioner-I  
Regional Office, Thane

Sub.: Change of Form 5 through Physical Joint Request.

Sir,

It is informed that Shri/Smt. Saanvi Aldar is our employee since.....2018 bearing PF Account No..... and her Name/Father's Name/Husband's Name are entered incorrectly by us in returns filed to the Provident Fund Office. The employee has informed us about the mistake and requested to correct it in the PF records.

The details are as follows :

Particulars	Wrong Entry	Correction Proposed
Name	Priyanka Kamlakar Apradh	Saanvi Santosh Aldar
Father's Name		
Husband's Name		
Date of Birth *		03/02/1992
Date of Joining *		26/12/2018
Date of Leaving*		
Gender		

( \* use format – DD/MM/YYYY )

In case of Change in Name, Father Name, Date of Birth

1	School Leaving Certificate (SLC)	In absence of (1) Following documents from 'A' to 'E' are acceptable
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[A] Old Birth Certificate [B] Old Voters' Card [C] Old Driving Licence [D] Old Passport [E] Old Pan Card

In case of complete Name Change

Due to Marriage	By Personal Choice
Marriage Certificate Gazette Notification	Gazette Notification

**\* Aadhar Card is Mandatory**

It is certified that above entries pertain to same person who was/is our employee.

It is requested to make necessary corrections, and if any wrong payment is made due to these corrections/changes, I/We take full responsibility to refund the wrongly paid amount to EPFO account concerned.

*Saanvi*

Member Sign

SEAL

Signature of Employer/Authorised Signatory

Yours faithfully,

N.B.: Format for Joint Declaration to be used by the Employer/Establishment is given above. They should delete whatever is not applicable.