

JOINT DECLARATION

PS NO.:-

Date:-

To,
The Regional P.F Commissioner,
Employee Provident Fund Organization,
Vardan Commercial Complex, 6th Floor,
M.I.D.C, Rd Number 16, Wagale Estate,
Thane, Maharashtra 400604.

Subject:-

Respected Sir/Madam,
It is informed that Shri/Smt. _____ is our employee since _____ bearing PF Account No _____ and his/her Name/Father's Name/Husband's Name/date of Birth/Date of Joining/Date of Leaving/Gender/Relation is/are entered incorrectly into UAN portal.
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		
Father's/Husband's Name		
UAN		
Date of Birth		
Date of Joining		
Date of Exit		
Gender		
Marital Status		
Relationship		
Aadhaar No.		

(*use format – DD/MM/YYYY)

In case of Change in Name, Father's Name and 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 Voter Card (C) Old Driving License (D) Old Passport (E) Old PAN Card

In case of complete Name Change.

Due to Marriage	By Personal Choice
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