

## PF CONSENT DECLARATION

Date: \_\_\_\_\_

To,

**The Human Resources Department**

**Company Name:** \_\_\_\_\_

Dear Sir / Madam,

I am presently drawing monthly salary out of which the Basic wages exceeds Rs. 15000/- pm which is the amount of Pay i.e. Basic wages for an Excluded Employee under the Employees' Provident Funds Scheme, 1952.

As I understand and also declared in Form 11, I am an "Excluded Employee" under the said Scheme. However, I hereby give my free consent to recover Provident Fund on my full Basic wages, even though I am not liable to pay / deduct as my Basic wages is more than Rs. 15000/- pm. Although my Gross wages include other allowances, I hereby request you that PF Contribution @12% should be deducted only on my Basic Wages and not on any other allowances.

I understand that you will also contribute employer's share in my name on my said Basic wages, excluding all the other allowances.

Kindly accept my above declaration.

Yours Sincerely,

Signature

**Employee Name :** \_\_\_\_\_

**Designation :** \_\_\_\_\_

**Department :** \_\_\_\_\_

**Location :** \_\_\_\_\_