

To be submitted on company letterhead in duplicate to Regional Provident Fund Commissioner, GUWAHATI

To,

Regional Provident Fund Commissioner,
G.S. ROAD, NEAR BHARALU BRIDGE, BHANGAGARH

Reference: **Establishment Code Number NEGHY0005293000**

Subject: **Submission of Authorized Signatory Information with respect to M/S RURAL VOLUNTEER CENTRE for claim/returns related matters in EPFO-regarding.**

Sir

The following official is hereby authorized to deal with all correspondences including attestation of claims/ returns for M/S RURAL VOLUNTEER CENTRE in connection with EPF matters. The specimen signature of the official are placed below in the prescribed space.

1. The digital signature of the authorized signatory has been uploaded on the portal to digitally sign and forward claims/ returns to EPFO. Necessary action may kindly be taken to enable the digital signature at your end.

Sl.No.	Name of the Authorized Signatory	Designation and Mobile No	Specimen Signature	Digital Signature Valid Upto
1	LUIT GOSWAMI	DIRECTOR	1. _____ 2. _____ 3. _____	29/07/2019

2. I undertake that:

(a) In case of expiry of validity of digital signature of the authorized signatory, the digital signature in respect of the respective authorized signatory would be uploaded on the portal after its renewal.

(b) In case of de-authorization of the above official before expiry of the validity of digital signature, the same would be revoked from the Portal instantly and EPFO would be informed about the same by submitting revocation request letter immediately for completion of the revocation process.

(c) The specimen signatures of the authorized signatory as above would, however, be valid for physical claims/ returns till a

Thanking You,

Yours' faithfully,

Signatures of employer with Company Seal

For EPFO office Use

Signature of employer verified from EPFO office records

Signatures of Dealing Assistant with name stamp
Date:

Signatures of Assistant Commissioner with name stamp
Date:

Approved on RO/ SRO Portal

Signatures of Nodal officer with Name stamp
Date: