

F O R M — 'D'

From : _____

(Here give the full name of the person signing the statement with description of the position he holds)

To : The Welfare Commissioner, West Bengal,
"Sramik Kalyan Bhawan"
P-3, C.I.T. Scheme - VII-M, Kankurgachi, Kolkata-700 054

As required under rule 5 of the West Bengal Labour Welfare Fund Rules, 1976, I am furnishing below the necessary particulars in relation to the amount of Rs..... (Rupees) tendered herewith as the total amount payable by my establishment both as employees' and employer's contribution for the half-year ending *30th June/ *31st Dec..... (mention the year here). A separate list containing the names of employees engaged for the period amount of monthly wages drawn by each of them as also designation of each of them is attached herewith.

: PARTICULARS :

1. Name of the establishment with full address.
2. Whether a factory/tramway or motor transport undertaking/commercial establishment/ or any other cases of establishment specified by a Government notification.
3. Total number of employees employed on preceding *31st Dec./*30th June (as the case may be).
4. Total number of employees' from whom contribution has been deducted for the period.
5. Total amount of employees' contribution deducted for the period.
6. Total amount of employees' contribution deducted for the period.
7. Grand total of the both employees and employer's contributions deducted and tendered respectively for the period.
8. Whether full payment of the amount due to period has been tendered.
9. Amount of unpaid balance, if any, and the reasons herefor.
10. Mode of payment whether in cash or by Bank cheque or money order ? If by money order, mention postal receipt No. and date thereof, if by Bank cheque, mention name branch and address of the bank on which drawn, cheque No. and date.
11. Remarks, if any.

I hereby declare that the beforementioned particulars are true and correct to the best of my knowledge and belief.

Place :

Date :

.....
(Signature with designation
or description of the post
held with official seal)

.....
*Note : Strike out the word or words not applicable.