

**The Payment of Gratuity , 1972
FORM N
[See sub-rule (i) of rule 10]
Application of Direction**

Status:

Before the Controlling Authority under the Payment of Gratuity Act, 1972 Application

Application No: _____ Date: _____

Between _____ And _____

1. The applicant is an employee of the above-mentioned employer/s nominee of late _____ an employee of the above-mentioned employer/s legal heir of late - an employee of the above mentioned employer, and is entitled to payment of gratuity under Section 4 of the Payment of Gratuity Act, 1972 on account of his own / aforesaid employees superannuation / retirement / resignation / completion of service / accident / disease / death on _____ after completion _____ of years
2. The applicant submitted an application under Rule of the Payment of Gratuity Act, 1972 on the _____ but the above-mentioned employer refused to entertain it issued a notice dated the _____ under clause _____ of sub-rule _____ of rule _____ offering an amount of gratuity which is less than me due/issued a notice dated the under clause _____ of sub-rule _____ of rule _____ rejecting my eligibility to payment of gratuity. The duplicate copy of the said notice is enclosed.
3. The applicant submits that there is a dispute on this matter (specify the dispute).
4. The applicant furnishes the necessary particulars in the annexure here to and prays that the Controlling Authority may be pleased to determine the amount of gratuity payable to the petitioner and direct the above-mentioned employer to pay the same to the petitioner.
5. The applicant declare that particulars furnished in the annexure here to are true and correct to the best of his knowledge and belief.

Date:

Place:

Signature of the applicant / Thumb-impression of the applicant.

Annexure

1. Name in full of applicant with full address. :
2. Basis Of Claim : (Death / Superannuation / Retirement / Resignation / Disablement of employee). :
3. Name & address in full of the employee. :
4. Marital status of the employee (Unmarried / Married / Widow / Widower) :
5. Name & address in full of the employer. :
6. Department/Branch/Section where the employee was employed (if known). :
7. Post held by the employee with Ticket or Serial No., if any (if known). :
8. Date of appointment of the employee (if known). :
9. Date & cause of termination of service of the employee, (superannuation/retirement/resignation/disablement /death). :
10. Total period of service by the employee. :
11. Wages last drawn by the employee. :
12. If the employee is dead,date and cause thereof. :
13. Evidence/witness in support of death of the employee. :
14. If a nominee, No.and date of recording of nomination with the employer. :
15. Evidence/witness in support of being a legal heir, if a legal heir. :
16. Total gratuity payable to the employee (if known). :
17. Percentage of gratuity payable to the applicant as a nominee / legal heir. :
18. Amount of gratuity claimed by the applicant. :

Date :

Place :

Signature / Thumb impression of the applicant.