

LAST PAY CERTIFICATE

1. Last Pay Certificate of
 On the
 Proceeding on to.....

2. He has been paid up to at the following rate:-

Particulars	Rate
Substantive pay
Officiating pay
Exchange Compensation Allowance
.....
.....
.....

DEDUCTIONS

.....
.....
.....
.....

3. He has been over charge of the office of
 On the noon of the20....

4. Recoveries are to be made from the pay of the Government Servant as detailed on the reverse.

5. He has been paid leave salary as detailed below Deductions has been made as noted on the reverse :-

Period	Rate	Amount
From to..... at	Rs..... a month	
From to..... at	Rs..... a month	
From to..... at	Rs..... a month	

6. He is entitled to draw the following:-

Scale of pay Rs.....vide slip AG. Punjab
 No.dated.....increment accrued on
 every year and this will be drawn in absence of instructions to contrary from the Accountant General Punjab.

7. He is also entitled to join time for.....days

8. The details of income tax recovered from him up to the date from the beginning of the current year noted on the reverse.

No.....
 Dated the

Signature

(Designation)

DETAILS OF RECOVERIES

Name of recovery.....
Amount Rs.....
to be recovered in.....

DEDUCTION MADE FROM LEAVE SALARY

- 1 From.....to.....on Account ofRs.....
- 2 From.....to.....on Account ofRs.....
- 3 From.....to.....on Account ofRs.....

Name of Month	Pay	Gratuity fee etc	Fund & other in deductions	Amount Income Tax Recovered	Remarks
April	200				
May	200				
June	200				
July	200				
August	200				
September	200				
October	200				
November	200				
December	200				
January	200				
February	200				
March	200				

He took over/assumed/joined/ in office of
on thenoon of

Signature

(Designation)