

# **Application for Allotment of GPF Account Number**

## **1. Application for Allotment of GPF Account Number for a New Government Employee**

To,  
The Accounts Department,  
[Government Office Name],  
[City Name]

Subject: Application for Allotment of GPF Account Number for a New Government Employee

Respected Sir/Madam,

I am writing this letter to request the allotment of a GPF (General Provident Fund) Account Number as I have recently joined as a new employee in [Government Office Name]. My name is [Employee's Name] and my designation is [Employee's Designation].

I understand that having a GPF Account is important for saving money for the future and I would like to start contributing towards it at the earliest. Having a GPF Account will help me save a part of my salary for my future needs like education, emergencies, or retirement.

I kindly request the Accounts Department to provide me with a GPF Account Number so that I can start contributing towards it. I assure you that I will adhere to all the rules and regulations regarding the GPF scheme.

Thank you for considering my request. I look forward to your prompt action on allotting me a GPF Account Number.

Yours sincerely,

[Employee's Name]  
[Employee's Designation]  
[Date]

## **2. Application for Allotment of GPF Account Number due to Job Transfer**

To,  
The Accounts Officer,  
Public Provident Fund Office,  
[Your City Name],  
[State Name],  
India.

Subject: Application for Allotment of GPF Account Number due to Job Transfer

Respected Sir/Madam,

I, [Your Name], recently got transferred from [Previous Workplace Name] to [Current Workplace Name] due to my job needs. I wish to continue contributing to the General Provident Fund (GPF) for my financial security and future needs.

I kindly request you to allot me a new GPF Account Number as I have changed my job location. I have attached the necessary documents for your reference and processing.

Thank you for your attention to this matter. I look forward to your prompt assistance in this regard.

Yours sincerely,

[Your Name]

[Date]

## **3. Application for Allotment of GPF Account Number for Retirement Planning**

To,  
The Accounts Officer,

[Name of the Department],  
[Address of the Department],  
[City, State, PIN Code].

Subject: Application for Allotment of GPF Account Number for Retirement Planning

Respected Sir/Madam,

I am writing to request the allotment of a GPF (General Provident Fund) Account Number for my retirement planning. As an employee of [Name of the Organization/Department], I understand the importance of saving for my future.

Having a GPF Account will help me save a portion of my salary every month, which will be useful for me after I retire from my job. With this account, I will be able to build a fund that I can use for my financial security in the future.

I kindly request your assistance in assigning me a GPF Account Number at the earliest convenience. Your help in this matter is greatly appreciated.

Thank you for your attention to this request.

Yours sincerely,  
[Your Name]  
[Your Designation]  
[Date]

## **4. Application for Allotment of GPF Account Number for Salary Savings**

To,  
The Accounts Officer,  
[Name of Organization],  
[Address of Organization].

Subject: Application for Allotment of GPF Account Number for Salary Savings

Respected Sir/Madam,

I am [Your Name], an employee of [Name of Organization] working in the [Your Department]. I am writing this application to request the allotment of a GPF (General Provident Fund) Account Number for saving a part of my salary.

Saving money from my salary is important for my future needs like education, health, and retirement. I have heard that having a GPF Account can help me save money and earn interest on it. Therefore, I kindly request you to allot me a GPF Account Number so that I can start saving a portion of my salary every month.

I assure you that I will diligently contribute to this account and make the necessary deposits regularly. Having a GPF Account will not only help me save money but also secure my future financial needs.

Thank you for considering my request. I look forward to your positive response.

Yours sincerely,

[Your Name]  
[Your Employee ID]  
[Your Department]

## **5. Application for Allotment of GPF Account Number for Financial Security**

To,  
The Accounts Officer,  
[Department Name],  
[Office Address],  
[City, State],  
India.

Subject: Application for Allotment of GPF Account Number for Financial Security

Respected Sir/Madam,

I am writing to request the allotment of a GPF (General Provident Fund) Account Number for ensuring my financial security in the future. As an

employee of [Your Department Name], it is important for me to have a GPF Account to save a portion of my salary regularly.

Having a GPF Account will help me save money for emergencies, education, and retirement. It is a secure way to plan for the future and have financial stability. I understand the importance of saving and investing for the future, and having a GPF Account will assist me in achieving my financial goals.

I kindly request your office to allot me a GPF Account Number at the earliest convenience so that I can start saving for a better tomorrow. Your assistance in this matter will be highly appreciated.

Thank you for considering my request.

Yours sincerely,

[Your Name]

[Your Employee ID]

[Your Department Name]