

**PERFORMA FOR JOINT REQUEST UNDER  
PARAGRAPH 26(6) OF THE EPF SCHEME 1952**

(Circular No. Pension PoHW/23/Circular 26(6)/139610/1648 dated 14/06/2023)

To,  
The Regional Provident Fund Commissioner,  
Employee's Provident Fund Organization  
Bhavishya Nidhi Bhavan, Nr. Income Tax Circle, Ashram Road,  
Ahmedabad-380014

Subject: PARA 26(6) of EPF & MP ACT, 1952 PERMISSION UNDER.

I, (write here Employees' Name as per Aadhaar only) am an existing member of the EPF Scheme, 1952 having UAN (write 12 digit UAN) I have read and understood the provisions of paragraph 26(6) as well as the definition of 'pay' under paragraph 2 of the Scheme. I wish to contribute towards my EPF on actual (higher) pay exceeding the statutory wage ceiling (presently Rs 15,000/ per month) w.e.f. .../.../2024 and accordingly, submit my option to contribute on my actual (higher) pay

OR

I,..... having read and understood Para 26(6) and the definitions of 'pay', and 'excluded employee' as mentioned under Para 2 of EPF Scheme, 1952, hereby declare that I am an 'Excluded Employee' as per Para 2(f)(ii) of the Scheme and am not enrolled as a member of the Scheme as my 'pay' from the date of joining my establishment .....having PF Code.....has been above the statutory wage ceiling (presently Rs.15,000/- per month).Now, I wish to become a member of the EPF Scheme, 1952 w.e.f.....and accordingly hereby exercise my option for the same. I undertake to contribute to Employees' Provident Fund on actual (higher) pay.

I, (write here Employer'/Directors' Name), being the employer as per the provisions of Section 2(e) of the EPF & MP Act 1952, in respect of the above-mentioned employee and am submitting a joint request for the purpose of enrolling the member/existing member who has been paying contribution on actual pay exceeding statutory wage ceiling/existing members whose actual pay exceeds statutory wage ceiling.

Place: Ahmedabad

Signature of Employer

Name, Designation of the employer

Name & Signature of the employee

**UNDERTAKING ON BEHALF OF THE EMPLOYER**

I(**write here Employer'/Directors' Name**), being the employer as per the provisions of Section 2(e) of the EPF & MP Act 1952, in respect of the above-mentioned employee, hereby undertake to pay the administrative charges payable at prescribed rates towards EPF contribution made by/ in respect of the said employee, including his/ her contribution on pay exceeding the statutory wage ceiling.

I further undertake to comply with all the statutory provisions under EPF & MP Act, 1952 and Schemes framed there under in respect of such employee with effect from **.../.../2024**

Place: **Ahmedabad**

Date: **.../.../2024**

Signature of Employer

Name, Designation of the employer

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**(For Office use)**

The above Joint Request is accepted with effect from \_\_\_\_\_ with a direction to make necessary entries in the records of the establishment and the Account of the Employee/Member\*.

DA

AO

APFC

To

The Employer (Establishment) for information to member

