**Form – ‘P’ (See rule 20)**

**NOTICE OF MAXIMUM LEAVE ACCUMULATED**

Name and address of the establishment. Name of the Authorised person / Manager. To,

Shri/Smt (Name of worker)

Address: …………………………………..

…………………………………..

It is hereby informed that as per section 18 (5) of the Maharashtra Shops and Establishments (Regulation of Employment and Conditions of Service) Act, 2017 (Mah. LXI of 2017) the maximum leave that can be accumulated is for 45 days. Maximum

leave of 45 days has been accumulated at your credit. Hence, no further leave due to you, but not availed by you will not be accumulated and it shall lapse, if unavailed.

Details of the leave accumulated.

|  |  |  |
| --- | --- | --- |
| Sr. No. | Number of accumulated leave | Period for which leave is accumulated |
| From | Till |
|  |  |  |  |
|  |  |  |  |

Date :

Place :

Name and Signature of Authorised Person/Manager.