# FORM-XXVI

*[See Rule-30]*

## \*[Letter of Appoint m ent]

Name and address of the establishment. Name and address of the employer.

Passport size photo of the employee duly attested by the employee

Registration No. Sri/Srimathi/Kumari, Son/Wife/Daughter of

Aged .......... Date of Birth is appointed as (describe here the nature of appointment) in this Establishment with effect from in the scale of pay of Rs.

1. His/her scale of pay/rate of increment in wages (insert the period) shall be
2. He/she will draw a total Per day/week/month composed of the following namely :
3. Basic pay.
4. Dearness Allowance.
5. Other Allowances.

*\*[Signature of the Employer.*

To Sri/Smt./Kumari,

(here enter full address of the employee).

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\* Vide Errata issued by G.O.Ms. No. 6, Women’s Development, Child Welfare & Labour (Lab-ii) Dt. 8-1-1992.