



SHRI MATA VAISHNO DEVI UNIVERSITY
Nomination Form for Gratuity

[As per Payment of Gratuity Act, 1972]

I,, hereby nominate the person/persons mentioned below and confer on him/her/them the right to receive in the event of my death, to the extent specified below, amount on account of any gratuity the payment of which may be authorized under the above Act

Name, date of birth (DOB) and address of the nominee	Relation-ship with employee/pensioner	Share to be paid to each	If nominee is minor, name, DOB and address of person who may receive the amount on behalf of minor	Name, DOB, relationship and address of alternate nominee in case the nominee under Column (1) predeceases the employee/pensioner	Share to be paid to each	Name, DOB and address of person who may receive the amount if alternate nominee in Col. (5) is a minor	Contingency on happening of which nomination shall become invalid
1	2	3	4	5	6	7	8

These nominations supersede any nominations made by me earlier.

Place and date:

Signature & thumb impression of the Employee

Mobile No.

Email:

Note 1 : The employee shall draw lines across the blank space below the last entry to prevent the insertion of any name after he/she has signed to cover the whole amount.

(To be filled in by the Registrar, SMVDU)

Received the nominations, under the Payment of Gratuity Act 1972:

Made by Shri/Smt./Kumari.....

Designation.....

Office.....

Entry of receipt of nomination(s) has been made

Name and Signature of Registrar with seal

Date of receipt.....

The receiving Officer will fill the above information and return a duly signed copy of the complete Form to the concerned Employee who should keep it in safe custody so that it may come into the possession of the beneficiaries in the event of his/her death.

The receiving officer shall put his/her dated signature on both pages of this Form.