

**APPLICATION FOR VOLUNTARY RETIREMENT SCHEME.**

To  
The Director (Personnel)/ Competent Authority,  
WCL, Nagpur.

Attested  
photograph of the  
applicant

( Through Proper Channel )

**Sub : VOLUNTARY RETIREMENT UNDER WVRS- 2018.**

Dear Sir,

I, \_\_\_\_\_ son /wife of Shri \_\_\_\_\_ hereby opt to seek Voluntary Retirement from the services of WCL in accordance with the terms and conditions stipulated in the WCL Voluntary Retirement Scheme (WVRS) 2018, circulated vide No. .... dated ..... which I have carefully read and have understood the contents of the same. I accept the terms and conditions stipulated in WVRS – 2018, unconditionally and irrevocably.

It is, therefore, requested that my V.R. application may kindly be considered and accepted.

Yours faithfully,

Date :  
Place :

Signature / L.T.I. Of the Applicant  
Name of the Applicant :  
Designation :  
Category : Grade :  
CMPF No. :  
I. Card No. :  
Employee No. :  
Caste : General / SC/ST/OBC

(Signature of two employees having at least 05 years of service left, as witness is to be obtained)

Witness : (Sign)

1) Name :

Disign :

Unit / Area :

Employee No.

Date of Birth :

Date of Appointment :

Date of Retirement :

Witness : (Sign)

2) Name :

Design :

Unit / Area :

Employee No.

Date of Birth :

Date of Appointment :

Date of Retirement :