

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

The Manager

[EPF Office Name]
[EPF Office Address]
[City, State, Zip Code]

Subject: Application for Withdrawal of Provident Fund

Dear Sir/Madam,

I am writing to formally request the withdrawal of my Employees' Provident Fund (EPF) accumulated in my account. My details are as follows:

- **Name:** [Your Name]
- **EPF Account Number:** [Your EPF Account Number]
- **Date of Joining:** [Your Date of Joining]
- **Date of Leaving:** [Your Date of Leaving]
- **Reason for Withdrawal:** [Briefly state the reason, e.g., resignation, retirement, etc.]

I have attached the necessary documents to facilitate the withdrawal process, including:

- A copy of my identification proof
- A copy of my resignation letter
- Any other relevant documents

I kindly request you to process my application at your earliest convenience. Should you require any further information, please feel free to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]