**Form ‘S’**

**[See Sub-Rule (5) Of Rule 18]**

**Notice For Payment Of Gratuity As Determined By Appellate Authority**

To

[Name and address of employer]

Whereas a notice was given to you on……………Form ‘R’ requiring you

to make a payment of Rs…………..to Shri/Smt./Kumari…………as gratuity under the Payment of Gratuity Act, 1972;

Whereas you/ the applicant went in appeal before the appellate authority, who has decided that an amount of Rs…….is due to be paid to Shri/ Smt./Kumari…….as gratuity due under the Payment of Gratuity Act, 1972;

Now, therefore, I hereby direct you to pay the said sum of Rs………………to Shri /Smt./Kumari ………….within 30 days of the receipt of this notice with an intimation thereof to me.

Given under my hand and seal, this…………..day of……………. 19…………………

 Controlling Authority

Copy to:

1. The Applicant.

He is advised to contact the employer for collecting payment.

2. The Appellate Authority.

Note: The portion not applicable to be deleted.