**FORM 4**

**(Claim of Refund on Transfer/Retire)**

The Director General

Staff Welfare Scheme

Bhutan Standards Bureau

Claim of Refund on Transfer/Retire

Sir/Madam,

I am a member of the Staff Welfare Scheme, who is being transferred from the Bhutan Standards Bureau. Therefore, I would like to apply for the refund of any amount due from the Scheme to me.

Name:

Division:

Registration No:

Date:

Yours faithfully,

Signature & Name

**Official Use**

A sum of Nu. ………………………………………………………… only may sanction as 75% refund of his/her

total contribution of Nu. ………../- on his/her …………………………