



Application for the perusal of basic qualification for the payment of 30% Pre-retirement benefits out of Employees' Provident Fund (EPF)

1. Name with initials :-.....
2. Name denoted by initials :-.....
3. Address :-.....
4. NIC No : 

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5. Telephone No :- 

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6. Are you a member who contributes to Employees' Provident Fund at present ( Yes / No )

|  | Employer's No | Letter | Membership No |
|--|---------------|--------|---------------|
| Present Employees' Provident Fund (EPF) No                                 |               |        |               |
| Employees' Provident Fund (EPF) Nos. of the previously served institutions |               |        |               |
|  |               |        |               |
|  |               |        |               |
|  |               |        |               |
|  |               |        |               |

7. Purpose of applying for benefits (Whether for Housing purpose of Medical treatment purposes?) .....
8. Wheeher have you ever obtained a housing loan keeping Employees' Provident Fund (EPF) as a security before? ( Yes / No )

I hereby certify that the above mentioned particulars and true and accurate..

.....  
Date

.....  
Signature of the Member

You must complete this basic application correctly and submit it by hand or send by registered post to the 30% per-retirement benefits payment division at the nearest Zonal Labour Office in your area of residence (Mentioned on the back page). The secondary set of applications will be issued only to the eligible members after verifying the information contained in the application.

If you are already satisfied that you have fulfilled the relevant pre qualification you can download the "S" form and other documents from the official website of Department of Labour [www.labourdept.gov.lk](http://www.labourdept.gov.lk)

For more information : Head Office - (011 2368917,011 2368252 ,011 2368350, 0112368251)

Ministry of Labour  
Department of Labour

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**Payment of 30% Per-benefits from Employees' Provident Fund**

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It is compulsory to fulfill the following basic qualifications for being eligible to apply for these benefits.

- i. Should be employed at present
- ii. Should have contributed to the fund for a period not less than ten years.
- iii. Should have a sum not less than Rupees Three Lakhs credited to your individual account (i.e. his membership account balance, audited by the Central Bank of Sri Lanka, should be not less than Rupees Three Lakhs.)

For "housing" purpose includes,

- i. the construction of a house on a land belonging to the member
- ii. the purchase of a land for the construction of a house
- iii. the purchase of a house
- iv. the redemption of a mortgage on a housing property; or
- v. the settlement of an outstanding balance of a housing loan received from an approved bank,

by the member.

For "medical treatment" includes,

- i. heart surgery
- ii. by-pass surgery
- iii. treatment for cancer including surgery
- iv. kidney transplant or surgery
- v. cesarean operation; or
- vi. hospitalization for not less than fourteen days on the account of an accident and,

The benefits can be claimed on behalf of the member, spouse and children.

The maximum amount that could be withdrawn for any of the purposes aforementioned should not exceed Rupees Two Million (Rs. 2,000,000.00).

- **Zonal and District Labour Offices to submit "S" application and other documents.**
  - i. Colombo District – Labour Secretariat, Narahenpita, Employees' Provident Fund (EPF) 30% Per-retirement Claim Division (TP: 011-2501249, 011-2368251, 011-2368252)
  - ii. District Labour Office, Kurunegala, Kurunegala (TP: 037-2223590, 0372223141)
  - iii. Zonal Labour Office, North Central, Anuradhapura (TP: 025-2050290, 025-2234537)
  - iv. Zonal Labour Office, Sabaragamuwa, Awissawella (TP: 036-2222308)
  - v. Zonal Labour Office, Southern, Galle (TP: 091-2244649, 091-2232341)
  - vi. Zonal Labour Office, Uva Zone, Badulla (TP: 055-2231510)
  - vii. Zonal Labour Office, Western Zone II, Kaluthara (TP: 034-2224854, 034-2229511)
  - viii. Zonal Labour Office, Central, Kandy (TP: 081-2200422, 081-2204503)
  - ix. Zonal Labour Office, Northern Zone, Jaffna (TP: 021-2217703, 021-2226333)
  - x. Zonal Labour Office, Eastern Zone, Trincomalee (TP: 026-2227390, 026-2227395)
  - xi. Zonal Labour Office, Western Zone III, Gampaha (TP: 033-2234252, 033-2226862)

Secretary  
Ministry of Labour  
Colombo 05