

Monthly ESI Contribution Submission Document

Establishment Name: XYZ Manufacturing Pvt. Ltd.

Employer Code No.: 16523124490001099

ESIC Registration No.: 1207463214

Month & Year: June 2024

Date of Submission: 05 July 2024

Employees' ESI Contribution Details

S. No.	Employee Name	IP Number	Gross Salary (₹)	ESI Employee Share (₹)	ESI Employer Share (₹)	Total ESI Contribution (₹)
1	Amit Kumar	1200632558	16,500	275	450	725
2	Sneha Sharma	1200458623	17,000	283	463	746
3	Rahul Singh	1200378990	14,800	247	403	650
Total			48,300	805	1,316	2,121

Payment Details

Payment Date: 04 July 2024

Transaction Reference No.: TXN347823112

Total Amount Paid (₹): 2,121

Bank Name: HDFC Bank Ltd.

Authorised Signatory
XYZ Manufacturing Pvt. Ltd.

Date: 05 July 2024

Important Notes:

- This document should be retained by the employer for future reference and statutory audits.
- Ensure all employee information matches the ESIC records to avoid discrepancies.
- Late submission of ESI contribution may attract penalties as per ESIC rules.
- Attach a bank payment confirmation or challan copy where applicable.
- Any errors or omissions found must be reported to the ESIC branch office immediately.