

Final Settlement Payment Acknowledgment Form

I, , acknowledge that I have received my final settlement from as full and final payment for my services and entitlements as per company policy and applicable laws.

Employee ID

Designation

Department

Last Working Day

Settlement Date

Settlement Details

Net Payable Amount (â,¹ / \$)

Payment Mode

Payment Reference No.

Remarks / Notes (if any):

Employee Signature

Date:

HR / Authorized Signatory

Date:

Important Notes

- This document serves as legal acknowledgment of receiving the final settlement amount.
- Please review the settlement details carefully before signing.
- After signing, any future claims related to employment tenure may not be entertained unless otherwise required by law.
- Always retain a copy of this form for your records.
- Consult with HR in case of any discrepancies before signing.