

Provisional No Dues Letter

Subject: Provisional No Dues Certificate

Dear [Recipient Name],

This is to certify that [Employee Name] has no outstanding dues as of [Date], subject to final verification of all accounts. This provisional certificate is being issued to facilitate [Employee Name] in completing exit formalities.

A final No Dues Certificate will be provided once all departmental clearances are confirmed.

Sincerely,

[Authorized Person]

[Designation]

[Organization Name]

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