

**Dated: 04 January, 2021**

**To,**

**The Labor Commissioner/Competent Authority**

O/o, The Commissioner of Labor, 'Kamgar Bhavan'  
C-20, E-Block, Opp. Reserve Bank , Bandra Kurla Complex,  
Bandra (E), Mumbai 400051, Maharashtra

**Subject: Submission of Annual Return for the year ending 31<sup>st</sup> December 2020 prescribed under The Maharashtra Maternity Benefits Rules, 1965 in respect of "\_\_\_\_\_"**

Dear Sir/Madam,

We are submitting the "Annual Returns" in "Form 11" for the period ending on **31<sup>st</sup> December, 2020** as prescribed under **The Maharashtra Maternity Benefits Rules, 1965** in respect of "M/s \_\_\_\_\_ situated at \_\_\_\_\_"

You are requested to kindly consider the same in your records & acknowledge the receipt.

Thanking you,

Yours Truly,

For \_\_\_\_\_

**Authorized Signatory**

Encl: As stated above