Adarsh Shenoy P  
3-11-978 ,PRS Compound   
Naigara Lane Bikernakatte  
Mangaluru- 575005

**Date:** 27-01-2025

To,  
The Senior Labour Inspector  
Karmika Bavana, Sharbathkatte  
Mangaluru – 575008

**Subject: Urgent Request for Release of Pending Salary for November and December.**

Dear Sir,

I hope this message finds you well. I am writing to urgently bring to your attention the matter of my pending salary payments for the months of November and December. I worked as an Engineer at FTS GLOBAL, located at Shop no SF-16, 2nd Floor, Gold Palace Onyx Building, Pumpwell Mangaluru – 575002, but unfortunately, I have not yet received my salary for these two months.

For November, I worked for 28 days, which amounts to INR 21,466, along with an allowance of INR 1,400, making a total of INR 22,866. In December, I worked 12 days, which amounts to INR 8,904, and received an allowance of INR 600, bringing the total to INR 9,504. The total outstanding salary for both months is INR 32,370.

I have attempted to contact the owner of the company, Mr. Fahad, to resolve this issue, but unfortunately, my communication has been blocked, and I have not received a response.

I kindly request your urgent assistance in processing the payment for this amount of INR 32,370. It has become very difficult for me to manage due to the delay, and I would greatly appreciate your prompt attention to this matter. Please help me in receiving the salary that I am owed for my work.

Thank you very much for your understanding and support. I am eagerly awaiting your response.

Sincerely,  
Adarsh Shenoy P

Here is a formal version of a **Legal Notice** requesting salary details when they have not been provided:

**LEGAL NOTICE**

**Date:** [Insert Date]

**To:**  
[Recipient's Name]  
[Recipient's Designation]  
[Company Name]  
[Company Address]  
[City, State, ZIP Code]

**Subject: Legal Notice Regarding Non-Payment of Salary and Absence of Salary Details**

Dear [Recipient's Name],

I, [Your Full Name], [Your Designation/Position], am employed with your company, [Company Name], since [Date of Joining], and have been fulfilling my duties as per the terms and conditions of the employment agreement signed between us on [Date of Agreement]. This legal notice is being issued to you under the following circumstances:

1. **Non-Payment of Salary:** As per the agreed terms of employment, I am entitled to receive my salary on a [monthly/bi-weekly/quarterly] basis. However, for the period of [Month(s)/Year(s)] covering my employment from [Start Date] to [End Date], no salary has been paid to me, despite several reminders and requests.
2. **Absence of Salary Details:** I have also reviewed the legal notice dated [Date of Notice Issued by the Company], which was sent by your office, but I noticed that the details regarding my salary, including the amount, deductions (if any), and any other relevant information, have been omitted. This omission has caused confusion and delay in resolving the matter amicably.

**Therefore, I demand the following:**

1. A detailed and clear breakdown of the salary owed to me for the period from [Start Date] to [End Date].
2. Immediate payment of the outstanding salary amount along with any applicable penalties or interest due to the delay in payment, as per the terms of my employment contract.
3. A written explanation for the omission of salary details in the previous communication issued by your office.

I hereby request that you respond to this notice and settle the dues within [mention a reasonable time frame, e.g., 7 days] from the date of this notice. In the event that I do not receive a satisfactory response or payment within the stipulated time, I will be compelled to take legal action, including initiating a suit for the recovery of the outstanding salary, along with any additional costs incurred due to the delay.

Please treat this matter with the urgency it deserves.

This legal notice is sent in good faith, with the hope of resolving the matter amicably without resorting to further legal proceedings.

**Yours sincerely,**

[Your Full Name]  
[Your Address]  
[Your Contact Information]  
[Your Signature (if sending a physical copy)]

This version is a formal legal notice that clearly addresses the issue, making it suitable for legal proceedings if necessary.

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𝗜𝗻𝗱𝘂𝘀𝘁𝗿𝗶𝗮𝗹 𝗗𝗶𝘀𝗽𝘂𝘁𝗲𝘀 𝗔𝗰𝘁, 𝟭𝟵𝟰𝟳  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
Fahad  
FTS Global  
Shop No. SF16, 2nd Floor,  
Gold Palace Onyx Building,  
Pumpwell, Mangaluru, Karnataka 575007

**Date:** [Insert D

**Subject:** **Legal Notice for Non-Payment of Salary for the Months of November and December 2024**

Dear Sir,

I, [Your Full Name], the undersigned, am employed with FTS Global under your supervision. This notice is being issued as a **final legal notice** regarding the **non-payment of my salary** for the months of **November 2024** and **December 2024**, which has yet to be paid despite my verbal communication with you on **16th December 2024** and subsequent follow-ups.

**Details of Unpaid Salary:**

1. **November 2024:** I worked for 28 days, for which my salary amounts to **INR 21,466**.
2. **December 2024:** I worked for 12 days, for which my salary amounts to **INR 9,192**.

This brings the total outstanding salary to **INR 30,658** for the period mentioned.

As per our **employment contract** and in compliance with the provisions laid down under the **Payment of Wages Act, 1936**, the **Code on Wages, 2019**, and the **Industrial Disputes Act, 1947**, it is your legal responsibility to ensure that salaries are paid on time and without delay.

Furthermore, due to your assurances, I had resigned from my previous employment and joined FTS Global, trusting that you would honor the terms of our agreement. Unfortunately, despite my commitment to your organization, you have failed to fulfill your obligation by withholding my rightful wages.

**Legal Obligation:**

* As per the **Payment of Wages Act, 1936**, wages must be paid in a timely manner, and failure to do so is a violation of the law.
* As per the **Wages Act, 2019**, salaries must be transferred via bank transfer or cheque, and it is an offense to fail to meet the statutory deadlines.
* According to the **Industrial Disputes Act, 1947**, non-payment of wages or wrongful termination can result in severe legal consequences, including filing a formal dispute and seeking legal redress.

**Demand for Immediate Payment:**

I hereby **demand** that you pay the total outstanding amount of **INR 30,658** to my bank account no later than **13th March 2025**.

In the event that the payment is not made by the above-mentioned date, I will have no choice but to initiate **legal proceedings** against you for the recovery of the outstanding wages. This will include filing a formal **complaint with the relevant labour authorities**, seeking **compensation** for any losses incurred, and pursuing all **legal avenues** available under Indian labour laws.

Please consider this as the **final warning**. If you fail to make the payment by **13th March 2025**, I will hold you fully accountable and initiate legal action without any further notice or delay.

I hope this matter will be resolved amicably and promptly.

**Sincerely,**

[Your Name]  
[Your Address]  
[Your Contact Information]

**LEGAL NOTICE**

Fahad  
FTS Global  
Shop No. SF16, 2nd Floor,  
Gold Palace Onyx Building,  
Pumpwell, Mangaluru, Karnataka 575008

**Date:** 10/03/2025

**Subject:** **Legal Notice for Non-Payment of Salary for the Months of November and December 2024**

Fahad,

This notice is being issued as a **final legal notice** regarding the **non-payment of my salary** for the months of **November 2024** and **December 2024**, which remains unpaid despite my verbal communication with you on **16th December 2024** and the numerous reminders I have provided over the past **two months**. Despite ample time and repeated attempts to resolve this matter, I have yet to receive any satisfactory response or payment.

**Details of Unpaid Salary:**

1. **November 2024:** I worked for 28 days, for which my salary amounts to **INR 21,448**.
2. **December 2024:** I worked for 12 days, for which my salary amounts to **INR 9,192**.

This brings the total outstanding salary to **INR 30,640** for the period mentioned.

As per our **employment contract** and in compliance with the provisions laid down under the **Payment of Wages Act, 1936**, the **Code on Wages, 2019**, and the **Industrial Disputes Act, 1947**, it is your legal responsibility to ensure that salaries are paid on time and without delay.

Furthermore, due to your assurances, I had resigned from my previous employment and joined FTS Global, trusting that you would honor the terms of our agreement. Unfortunately, despite my commitment to your organization, you have failed to fulfill your obligation by withholding my rightful wages.

**Legal Obligation:**

* As per the **Payment of Wages Act, 1936**, wages must be paid in a timely manner, and failure to do so is a violation of the law.
* As per the **Wages Act, 2019**, salaries must be transferred via bank transfer or cheque, and it is an offense to fail to meet the statutory deadlines.
* According to the **Industrial Disputes Act, 1947**, non-payment of wages or wrongful termination can result in severe legal consequences, including filing a formal dispute and seeking legal redress.

**Demand for Immediate Payment:**

I hereby **demand** that you pay the total outstanding amount of **INR 30,640** to my bank account no later than **13th March 2025**.

In the event that the payment is not made by the above-mentioned date, I will have no choice but to initiate **legal proceedings** against you for the recovery of the outstanding wages. This will include filing a formal **complaint with the relevant labour authorities**, seeking **compensation** for any losses incurred, and pursuing all **legal avenues** available under Indian labour laws.

Please note that I have already given you more than **two months** to resolve this issue and have provided ample opportunities for you to make the payment. However, despite this extended period, you have failed to respond or take any corrective action. This non-compliance will leave me with no choice but to proceed with legal actions.

This is your **final and last warning**. If you fail to make the payment by **13th March 2025**, I will hold you fully accountable and initiate legal action without any further notice or delay.

I hope this matter will be resolved asap.

**Sincerely,**

Adarsh

Here’s the updated version of your legal notice, with the addition of the statement regarding legal obligations:

**LEGAL NOTICE -FINAL**  
Fahad  
FTS Global  
Shop No. SF16, 2nd Floor,  
Gold Palace Onyx Building,  
Pumpwell, Mangaluru, Karnataka 575008  
Date: 10/03/2025

**Subject: Legal Notice for Non-Payment of Salary for the Months of November and December 2024**

Fahad,

This notice is being issued as a final legal notice regarding the non-payment of my salary for the months of November 2024 and December 2024, which remains unpaid despite my sending a personal letter to you regarding this matter. I have also provided numerous reminders over the past two months. Despite ample time and repeated attempts to resolve this matter, I have yet to receive any satisfactory response or payment.

**Details of Unpaid Salary:**

1. November 2024: I worked for 28 days, for which my salary amounts to INR 21,448.
2. December 2024: I worked for 12 days, for which my salary amounts to INR 9,192.

This brings the total outstanding salary to INR 30,640 for the period mentioned.

As per our employment contract, it is your legal responsibility to ensure that salaries are paid on time and without delay. Furthermore, due to your assurances, I had resigned from my previous employment and joined FTS Global, trusting that you would honor the terms of our agreement. Unfortunately, despite my commitment to your organization, you have failed to fulfill your obligation by withholding my rightful wages.

**Demand for Immediate Payment:**  
I hereby demand that you pay the total outstanding amount of INR 30,640 to my bank account no later than **15th March 2025**.

In the event that the payment is not made by the above-mentioned date, I will have no choice but to initiate legal proceedings against you for the recovery of the outstanding wages. I will also be forced to invoke the legal obligations under the Payment of Wages Act, 1936, the Wages Act, 2019, and the Industrial Disputes Act, 1947. This includes filing a formal complaint with the relevant labour authorities, seeking compensation for any losses incurred, and pursuing all legal avenues available under Indian labour laws.

Please note that I have already given you more than two months to resolve this issue and have provided ample opportunities for you to make the payment. However, despite this extended period, you have failed to respond or take any corrective action. This non-compliance will leave me with no choice but to proceed with legal actions.

This is your final and last warning. If you fail to make the payment by **15th March 2025**, I will hold you fully accountable and initiate legal action without any further notice or delay.

I hope this matter will be resolved at the earliest.

Sincerely,  
Adarsh

This version now includes the added statement about invoking legal obligations if the payment is not made. Let me know if any further changes are required!

**LEGAL NOTICE - FINAL**

**Fahad**  
FTS Global  
Shop No. SF16, 2nd Floor,  
Gold Palace Onyx Building,  
Pumpwell, Mangaluru, Karnataka 575008

**Date:** 10/03/2025

**Subject: Final Notice: Immediate Payment Required by 21st March or Legal Action Will Be Initiated Against You, Fahad**

**Dear Fahad,**

I am writing to you in the capacity of an aggrieved employee, as this will serve as the **final legal notice** regarding the blatant non-payment of my salary for the months of November and December 2024. Despite multiple personal requests and reminders over the past two months, I have yet to receive any satisfactory response or payment. This situation has now escalated beyond acceptable limits, and I am forced to take a firm stance in this matter.

**Details of Unpaid Salary:**

1. **November 2024:** I worked for 28 days, for which my salary amounts to INR 21,448.
2. **December 2024:** I worked for 12 days, for which my salary amounts to INR 9,192.

The total outstanding amount is **INR 30,640** for the two months mentioned above. This amount is your legal and financial responsibility, and the deliberate withholding of my wages is a breach of the trust I placed in your organization.

As you are well aware, our employment contract outlines the **timely payment of salary** as an obligation, and your failure to meet this requirement is both unlawful and a clear violation of my rights. Moreover, I left my previous employment at your request and based on your assurances of timely and fair compensation. This has now turned into an unfortunate and regrettable situation for me, where I am forced to take legal recourse due to your non-compliance.

**Demand for Immediate Payment:**

I hereby **demand** the immediate payment of the total outstanding salary of **INR 30,640**, which must be transferred to my bank account **no later than 21th March 2025**. If I do not receive the full payment by this date, I will not hesitate to initiate **stringent legal action** against you and FTS Global.

Please be fully aware that your failure to pay will compel me to take the following actions:

1. **File a formal complaint with the relevant labour authorities** under the **Payment of Wages Act, 1936** and **Wages Act, 2019**.
2. **Initiate proceedings under the Industrial Disputes Act, 1947**, seeking not only the unpaid wages but also **compensation for the hardship and distress** caused by your actions.

You should know that your continued inaction in this matter will **severely damage your personal and professional reputation**, as well as the reputation of FTS Global. A failure to resolve this issue will only intensify the legal consequences, which may include criminal liabilities for willfully withholding wages.

This is your **final warning**. Should you fail to make the required payment by 21th March 2025, I will proceed with legal actions **without any further notice**. This will include notifying authorities, pursuing compensation claims, and seeking all legal remedies available to me.

I strongly advise you to take immediate action and resolve this matter at the earliest to avoid unnecessary legal complications and potential irreversible damage to your reputation and business.

**Sincerely,**  
Adarsh

If not paid by 21st of March ull be resposbile

**Fahad**  
FTS Global  
Shop No. SF16, 2nd Floor,  
Gold Palace Onyx Building,  
Pumpwell, Mangaluru, Karnataka 575008

**Date:** 10/03/2025

**Subject:** Final Notice: Immediate Payment Required by 21st March or Legal Action Will Be Initiated Against You, Fahad

Dear Fahad,

I am writing to you in the capacity of an aggrieved employee, as this will serve as the final legal notice regarding the blatant non-payment of my salary for the months of November and December 2024. Despite multiple personal requests and reminders over the past two months, I have yet to receive any satisfactory response or payment. This situation has now escalated beyond acceptable limits, and I am forced to take a firm stance in this matter.

**Details of Unpaid Salary:**

1. November 2024: I worked for 28 days, for which my salary amounts to INR 21,448.
2. December 2024: I worked for 12 days, for which my salary amounts to INR 9,192.

The total outstanding amount is INR 30,640 for the two months mentioned above. This amount is your legal and financial responsibility, and the deliberate withholding of my wages is a breach of the trust I placed in your organization.

As you are well aware, our employment contract outlines the timely payment of salary as an obligation, and your failure to meet this requirement is both unlawful and a clear violation of my rights. Moreover, I left my previous employment at your request and based on your assurances of timely and fair compensation. This has now turned into an unfortunate and regrettable situation for me, where I am forced to take legal recourse due to your non-compliance.

**Demand for Immediate Payment:**  
I hereby demand the immediate payment of the total outstanding salary of INR 30,640, which must be transferred to my bank account no later than 24th March 2025. If I do not receive the full payment by this date, I will not hesitate to initiate stringent legal action against you and FTS Global.

Please be fully aware that your failure to pay will compel me to take the following actions:

1. File a formal complaint with the relevant labour authorities under the Payment of Wages Act, 1936 and Wages Act, 2019.
2. Initiate proceedings under the Industrial Disputes Act, 1947, seeking not only the unpaid wages but also compensation for the hardship and distress caused by your actions.

You should know that your continued inaction in this matter will severely damage your personal and professional reputation, as well as the reputation of FTS Global. A failure to resolve this issue will only intensify the legal consequences, which may include criminal liabilities for willfully withholding wages.

This is your final warning. Should you fail to make the required payment by 24th March 2025, I will proceed with legal actions without any further notice. This will include notifying authorities, pursuing compensation claims, and seeking all legal remedies available to me.

I strongly advise you to take immediate action and resolve this matter at the earliest to avoid unnecessary legal complications and potential irreversible damage to your reputation and business.

Sincerely,  
Adarsh

**For Fahad’s Colleague:**

Hafil,

I am writing to inform you that I have issued a final legal notice to Fahad regarding the non-payment of my salary for the months of November and December 2024. The total outstanding amount is INR 30,640, which remains unpaid despite multiple reminders over the past two months.

Please ensure that Fahad is made aware of this final warning and the urgency of resolving this matter immediately. If the payment is not made by 21st March 2025, I will proceed with legal action against him and FTS Global.

I hope you can relay this information to Fahad as soon as possible to avoid any further complications.

Hope you prompty attention to this matter.

Sincerely,  
Adarsh