



## TechCorp Solutions

Company Address

City, State PIN

Country

## OFFER LETTER

**CANDIDATE NAME**

John Doe

**EMAIL**

john.doe@example.com

**DESIGNATION**

Software Engineer

**DEPARTMENT**

Engineering

**JOINING DATE**

Fri Mar 01 2024 05:30:00 GMT+0530  
(India Standard Time)

**WORK LOCATION**

Bangalore

### Compensation Details

Component	Monthly (₹)	Annual (₹)
Basic Salary	66,667	800,000
HRA	6,667	80,000

Component	Monthly (₹)	Annual (₹)
Special Allowance	7,533	90,400
Statutory Bonus	5,533	66,400
<strong>Gross Salary</strong>	<strong>86,400</strong>	<strong>1,036,800</strong>
PF (Employee)	0	0
ESIC (Employee)	0	0
Net Take Home	0	0
<strong>Total CTC</strong>	<strong>0</strong>	<strong>0</strong>

## Employment Terms

- Probation Period:** 6 months
- Notice Period:** 30 days
- Working Hours:** 9 AM - 6 PM
- Work Days:** Monday - Friday
- Contract Duration:** 365 days

Date: September 5, 2025

HR Manager

Human Resources

John Doe

Candidate

This offer letter is valid for 30 days from the date of issue.

For any queries, please contact HR department.