To: project.manager@espire.com

Cc: [gurudeo.singh@espire.com](mailto:gurudeo.singh@espire.com)

Sub: Appreciation Feedback

Hello Rohit,

Thank you for your warm words of appreciation. I am very glad for your positive feedback. I hope our team will be received more positive feedback from client side in future. I will also keep it good work .

Thanks and Regards,

**Bhupendra**

Software Engineer

Bhupendra.singh1@espire.com

[Description: Description: Description: Description: Description: Description: facebook-icon (1)](https://www.facebook.com/EspireInfolabs)



To: project.manager@espire.com

Cc: [gurudeo.singh@espire.com](mailto:gurudeo.singh@espire.com)

Sub: Communicate to Manager After Leave

Hello Rohit,

I am so happy to have get back at the Sunshine House. I was missed you all. I am worried about during my absence, and I speak for everyone here when I say that i am very grateful for my quick recovery.

Take whatever time i need to settle in and get back up to speed. I am grateful to get back very soon.

Regards

**Bhupendra**

Software Engineer

Bhupendra.singh@espire.com

[Description: Description: Description: Description: Description: Description: facebook-icon (1)](https://www.facebook.com/EspireInfolabs)



To: project.manager@espire.com

Cc: [gurudeo.singh@espire.com](mailto:gurudeo.singh@espire.com)

Sub: Get More Clarification About Project(project name).

Hello Rohit

I hope you are well. I have some doubt regarding project ,I want more clarification in specific area of the project that is

* modules
* Login functionality

Please schedule one session for doubt clarification when you have time,so we can clear all doubt regarding these functionality of the project.

Regards

**Bhupendra**

Software Engineer

Bhupendr.singh1@espire.com

[Description: Description: Description: Description: Description: Description: facebook-icon (1)](https://www.facebook.com/EspireInfolabs)



To: project.manager@espire.com

Cc: [gurudeo.singh@espire.com](mailto:gurudeo.singh@espire.com)

Sub: Unable to Complete the Project in Deadline

Hello Rohit,

I deeply apologize for delay the project you assigned to me ,there are some reason that’s why we cannot complete the project on time. One member of my team had become a covid positive that’s why we cannot complete the project

Thanks and Regards,

**Bhupendra**

Software Engineer

Bhupendra.singh1@espire.com

[Description: Description: Description: Description: Description: Description: facebook-icon (1)](https://www.facebook.com/EspireInfolabs)

