## **OFFER LETTER**

Date: 04 July, 2025

To,

## Sample

Valiya Veedu

Subject: Offer of Employment

Dear Sample,

We are pleased to offer you the position of Software Developer in our company.

Your total monthly salary will be ₹20000.00. Your joining date is scheduled for 04 July, 2025. Please report to the HR department on your joining day.

We look forward to working with you and wish you all the best in your new role.

Best regards,

## **HR Manager**

The Company

Reference ID: TBB/HR/001/07/2025