Dineth Pansilu**,**

GRN Officer,

Hunupitiya Branch.

11.08.2025

MR.Chathuranga,

HR Department,

Head Office,

FLI Trading PVT ltd.

Dear Sir,

**ONE MONTH NOTICE RESIGNATION LETTER.**

I joined this organization on 04/06/2025 and until now I have been working as a GRN officer at the Hunupitiya branch and I have decided to resign due to a personal matter.

I request that my overtime allowance and salary be paid without any deduction.

Thank you,

Sincerely,

……………….

Dineth Pansilu

(+94 77 103 7673)