



*IBM India Private Limited
Manyata Embassy Business Park
Block – D1, 4th Floor
Outer Ring Road, Nagavara
Bangalore – 560 045, India
Tel : 91-80-40257777/40259999
Fax : 91-80-40257416/40257515
www.ibm.com/in-en
CIN Number: U72200KA1997PTC022382*

11/04/2022

To,
The Passport Officer,
Regional Passport Office,
Ministry of External Affairs.

Dear Sir/Madam,

Sub: Request for issue of Tatkal Passport

Hemant Dhavle, Employee ID 000A3D744 is required to travel abroad urgently on an important project and requires a valid passport.

Considering the urgency of the travel we request that a passport be renewed on priority basis.

This would enable Hemant Dhavle, to proceed with their visa processing.



For IBM India Pvt Ltd,

Neethu N
Ask HR Global Expert Squad Manager EDM & Mobility
Authorized Signatory
Human Resources