

To,

Date: 10.07.2025

The Managing Director,  
Maxwell Logistics Pvt Ltd,  
Secunderabad.

Sub: Staff Advance Rs: 50,000/-

Respected Sir,

I, Vinod Kumar Working in your Organization as Dy. Manager - CCD & Billing One and Half Years. I Need Rs. 50,000/- Requirement for My Child Education Purpose So I am Requesting you to provide me the same to Fulfill it. And I Will Pay the Same, Amount in an equal installment per month Rs. 5000/- So Please Sanction the Same Sir.

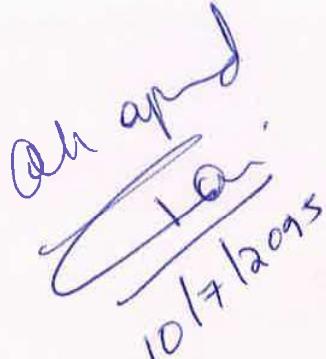
Your's faithfully,

Vinod Kumar

Emp Code: M1084

  
10/07/2025

DOJ - 22/01/2024  
Gross Salary - 55000/-  
Avail EL - 8.5  
Last Staff Advance EL - zero  
Location - SRD

  
10/07/2025