

To
The Managing Director,
M/s. Maxwell Logistics Pvt. Limited,
S.P. Road, Hyderabad- 500003.

Dated: 09-07-2025

Respected Sir

I am Mr. Jagadish as Supervisor in this organization at Hyderabad Branch I would like to request you an advance salary Payment I need the Money to deal with some extra expenditure next Month. For my Village Land Registry Purpose Ther I have to Pay 1 Month Advance so I need 25000/- salary advance kindly deduct 2500/- Per Month from my every Month salary.

I shall be grateful to you for your consideration

Guarantor by Venkatesh Employee Code M10819 Branch -HYDPM, I am fully responsible for behalf of JAGADISH salary advance payment, if he is not pay the amount

then kindly deduct from my salary. Or गारंटर _____ कर्मचारी कोड _____ शाखा -HYDPM, में _____ वेतन अग्रिम भुगतान की ओर से पूरी तरह से जिम्मेदार हूँ, यदि वह राशि का भुगतान नहीं करता है तो कृपया मेरे वेतन से कटौती करें।

Guarantor Signature with employee code

(Signature) M10819

(Signature) M1128

Branch Manager Opinion:

Loan receivable Staff Signature with Employee I D

(Signature) 16/7/25

(Signature)
16/7/2025

Doj. - 2/12/2014
Gross Salary - 25000
Avail EL - 0.50
last Staff Ad - Nil
Location - HYD.