

Date: 31-08-2024,  
Secunderabad.

To,

The Managing Director,  
Maxwell Logistics Pvt Ltd,  
Secunderabad.

Sub: Staff Advance Rs: 50,000/-

Respected Sir,

I, B.Charan Raju Working in your Organization as a Asst.Maneger since 05 Months.

I Need Rs. 50,000/- Requirement for Daughter college fee 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.

Yours faithfully,

B. Charan Raju  
B.CHARAN RAJU

DOJ - 11/03/2024  
Gross Salary - 34000/-  
Avail BL - zero  
Asst Staff Ad.BI - Nil  
Location - SBD

At open  
Rs. 35000/-  
as staff order.  
Char  
21/9/2024

