

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

Dated: 07/01/2025

My niece is getting married at my home. So I need Rs - 30,000/- as loan from the company and I will keep getting Rs 2000/- deducted my salary every month, so I have a humble request to you to kindly give me the loan.

Guarantor by Sonu Kumar Employee Code M0920 Branch -HYDPM, I am fully responsible for behalf of Loan - salary advance payment, if he is not pay the amount then kindly deduct from my salary. Or गारंटर Sonu Kumar कर्मचारी कोड M0920 शाखा -HYDPM, में Loan - वेतन अग्रिम भुगतान की ओर से पूरी तरह से जिम्मेदार हूं, यदि वह राशि का भुगतान नहीं करता है तो कृपया मेरे वेतन से कटौती करें।

Guarantor Signature with employee code
11/01/2025 M0920

Branch Manager Opinion:

Puneet
7/1/2025
M0829

Ok apna
Chiru
10/01/2025

Loan receivable Staff Signature with Employee ID - M0987

DOJ - 01/09/2021
Gross Salary - 28200
Avail EL - 6
Staff Adv. BI - 300
Location - HYDP