

DT - 09/06/2025

To

The HR Logistics

Maxwell Relocation Pvt Ltd

Sub - Request for Salary Advance

Dear Sir,

I Santosh Roy is employed as Sr Executive -
Move Coordinator at Bangalore PM Branch. Requesting
for a Salary advance of Rs 2000/- (Twenty Thousand Only)
as my mother in law passed away on 24/05/25,
since some of the rituals has to be done by me, I
would require for the same.

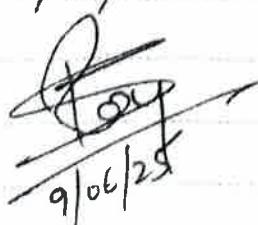
~~Request~~ Request you to kindly deduct Rs 500/-
from my monthly Salary as E.M.I.

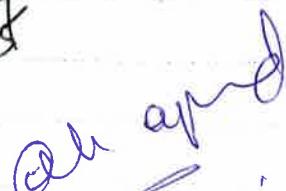
Thanking You

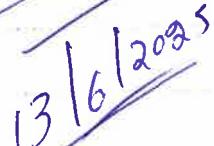
Santosh Roy

Sr Executive - Move Co-ordinator

Employee Id - 141152


9/06/25




13/6/2025

DOJ - 25/03/2025

Gross Salary - 37000

Orai EL - 3

Last Staff Adv. BI - zero

Location - BNHP