

To,

Respected Sir - Ravi Goel ji,
Managing Director.
Maxwell Logistics Private Limited
Surya Tower (7th Floor).
105, S.P. Road
Secundrabad - 500003

Date: 11-06-25


Dear Sir,

Sub: Regarding Staff Advance Rs. 100000/-

I would like to Inform you that I require some financial support from you regarding Education. So kindly, I request you to please provide with me the Staff Advance of Rs. 100000/- (ONE LAKH RUPEE).

The previous staff advance was NIL & every month Rs. 10000/- deduct from my salary.

Thanking you and assuring you for your kind Co-operation at all times.

Yours Sincerely
N. Krishna Rao 
Staff code - M0070
DGM (IT).
Maxwell Logistics Private Limited.

DOJ - 24/09/2008
Gross salary - 116100/-
Avail EL - 12.5
last Staff Adv. R1 - Zero
Location - SBD

all appd
to
13/6/2025