

Date: 04.06.2025

To

The Deputy General Manager

HR & Admin

Maxwell logistics private limited

Hyderabad.

Subject: Staff advance

Dear sir

I Sistla Anilkumar working in your organisation in Hyderabad branch as CBM with employee id M0984. I am in need of financial help due to house renovation. I required a loan of Rs 1,50,000/- Which can be deducted from my salary. It would be a great help for me. So please I request to please approve the staff advance for me.

Thanking you.

Yours faithfully



Sistla anilkumar

CBM , Hyderabad branch.

Employee id M0984.

DOJ:- 18/05/2022
Gross salary - 65000
Avai BL - 300
Last staff Adv - Nil
Location - HMD

On and Re. 1.00 lakh
and deduct Rs 1000/-
per Month from the
salary.

13/6/2025