

To The Managing Director
MAXwell Logistics Pvt Ltd.
Surya Towers 7th Floor
105 S.P Road Secunderabad
Through ITR Depot

Date 04/07/25

Subject - Staff Advance Request

Dear Sir,

I am Shankar Pandey working in your organisation in Hyderabad Branch as an Cashier with Employee Code Mog22 I am in Need of Financial Help for My wife is Treatment for which we Need staff Advance I Request a staff Advance of Rs. 200000/- which can be deducted from my salary Rs. 1500/- per Month It would be a great help for me. So Please I Request to Please APPROVE the staff Advance for me.

Thanking You.

Yours Faithfully



Ranishankar Pandey
Hyderabad Branch
Emp. Code. Mog22

DOJ - 18/01/2021

Gross Salary - 30050

Aval BL - 34.5

Last Staff Ad. BL - 3000

Location - Hyderabad

Amount and deduct - Rs 20000/- per Month



Dated 07/07/2021