

Date - 02/05/2024

To,

The HR Manager
Maxwell Logistics
Hyderabad - Sec. bad

SUB { Required Staff Advance }

Dear Sir,

I Poabhash Kumar She (MO969) working in Organization from 10 January 2022 at Secunderabad head office. I have req. required ~~At~~ amount of Rs 40000/- (fourty thousand Only) for family junction at home (first hair cutting of my son)

Request Request you to kindly give me Rs 40000/- amount and same will be deduct from my salary. Rs 4000 /per month

Thanking you

Regards

Poabhash Kumar She
(MO969)

P K She

DOJ - 10/01/2022
Gross salary - 26800/-
last staff ad. BI - zero
EL BI - 12.5
Location - H.O

CBS - 06/05/2024

Ok and Rs. 30000/-
as staff advance.
I deduct Rs. 3000/-
per month.
15/5/2024

