

Date: 29/4/2025

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The M.D. Sir,
Mr. Ravi Goel Sirji,
Maxwell Logistics Pvt Ltd,
Secunderabad.

Please
look into
29/4/25

Respected Sir,

Sub:- Request - Regarding "Staff Advance"
required of Rs. 30,000/- due
to my Health Problem.

As I B. Soudhaya Emp. Code: M1107,
Working in your Organisation as Executive Coordinator
requesting you Sir, I required "Staff Advance"
of Rs. 30,000/- for my Health problem, due
to suffering from Report got from doctor is treatment
got less blood cells 6.6, So, I have to take
5 Injections to gain blood. So, I would kindly
requesting you to please do the needful for
providing me Staff Advance of Rs. 30,000/-
which can be deducted in monthly Salary.

Thanking you Sir, as Staff
Rs. 20000/- advance

all apd
[Signature]

Yours faithfully
[Signature]
[B. Soudhaya]
M1107.