

Date: 10.06.2024

Hyderabad

To,

The Managing Director,  
Maxwell Logistics Pvt Ltd,  
Hyderabad

Sub: Staff Advance Rs: 60,000/-

Respected Sir,

I, Sashikanth Shukla Working in your Organization as executive in hyderabad branch. I Need Rs,60,000/- Requirement for childrens education . So I am Requesting you to provide me the same Amount, So Please Sanction the Same Sir. The same can be deducted from salary in instalments.

Yours faithfully,

Sashikanth Shukla

Emp Code: M0927

DOJ - 07/05/2021  
Gross Salary - 33000  
Avail EL BL - 22.5  
Last Staff Ad-BL - zero.

On expd Rs. 50000/-  
On staff adver  
And deducted Rs. 5000/-  
for Month  
Open  
15/6/2024