

To The Managing Director
MAXWELL LOGISTICS PVT LTD.
Surya Towers 7th Floor
105 S.P Road Secunderabad
Through HR Dept

Date 04/07/25

Subject - Staff Advance Request

Dear sir,

I Ran Shankar Pandey working in your organisation
in Hyderabad Branch as an Cashier with Employee
Code M0922 I am in Need of Financial Help for
My wife's Treatment for which we need staff
Advance I Request a staff Advance of Rs. 200000/-
which can be deducted from My salary Rs.
15000/- 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

R. Pandey

Ran Shankar Pandey
Hyderabad Branch
Emp. Code: M0922

DOJ - 18/10/2021

Gross Salary - 30050

Avail EL - 34.5

Last Staff Ad. BL - zero

Location - Hyderabad

Ok and deduct Rs
20000/- per month.
2008/12/2008 per month.