

# PREENA SALGIA SETHI

Advocate & Legal consultant

B.A. LL.B. (Hons.), C.S. (exec.)

## INVOICE

Invoice No.: 001/VKAPS/2021-22

Date: 24<sup>th</sup> February, 2022

To,  
**VKAPS IT Solutions Pvt. Ltd.,**  
8/1, Dr. Roshan Singh Bhandari Marg,  
Near Abhay Prashal, Indore – 452003 (M.P.).  
**Kind Attn: Ms. Pooja Hambir / Mr. Vinod Mahajan**

**Ref: Legal services for drafting and reviewing employment and other agreements.**

Dear Ma'am / Sir,

Please note the legal fee incurred for the following work done in the captioned matter:

S. No.	Particulars	Amount (in Rs.)
1.	Drafting sample employment agreement and one round of modifications thereto.	10,000/-
2.	Drafting Confidentiality, Non-Disclosure and Intellectual Property Rights Assignment Agreement.	5,000/-
3.	Reviewing offer letter, promotion letter and confirmation letter for employees.	5,000/-
4.	Drafting Non-Solicitation Agreement for clients	2,000/-
5.	<i>Less: 20% discount</i>	<i>4,400/-</i>
<b>Total due amount</b>		<b>17,600/-</b> (Rupees Seventeen Thousand Six Hundred Only)

Regards,



**Preena Salgia Sethi**

### **Note:**

- Bank account details:**  
*Bank Name: SBI*  
*Account holder: Preena Salgia*  
*Account No.: 53001574222*  
*IFSC Code: SBIN0030401*  
*Branch: Choithram Hospital Branch, Indore*
- If required, please quote **PAN Number FTWPS1192H** in the TDS Certificate.
- GST registration is not required for independent lawyers. GST is payable on reverse charge basis.