

To

The HR Department

**Date:** 10.08.2025

Join Venture AI

**Subject:** Application for Salary Discrepancy for September

Dear HR,

I hope you are doing well. I would like to inform you that I have received **18,150 BDT** as my salary this month, but my actual salary is **19,100 BDT**. I had no absences or any other issues during this period.

I kindly request you to please check and let me know if there has been any mistake.

Thank you for your help and understanding.

Best regards,

MD:OSMAN GANI

Trainee Python Developer

Employee ID: 19975

Phone: 01788610608