

Maternity Leave Application

To,

Akasha N

HR, Angus Consulting Engineers P Ltd

Bengaluru - 560079

Subject: Request for Maternity Leave

Dear Sir,

I hope this letter finds you well. I would like to formally request maternity leave from **1st APR 2025** to **30th Sep 2025** as per the company policy. My expected due date is **8th May 2025**.

Please let me know if you require any additional documentation. I appreciate your support and assistance in this regard.

Best Regards,

Bhavya B N

Tekla Modeler

9844112934