

Date: April 10th, 2024

REF:24/PC/32

Subject: Review and Appraisal

Dear Rita,

We are pleased to formally notify you of changes to your employment contract with Techkraft Inc Pvt. Ltd., effective from January 1st, 2024. As per the recent review and assessment of your contribution, we are pleased to inform you that the following adjustments have been made to your salary and designation to reflect your valuable contributions and dedication to our organization.

Particular	Current Details	New Details
Basic Salary per month	NRs. 34568	NRs. 67890
Designation	old	new

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Should you require any clarification or have any queries regarding these adjustments, please do not hesitate to reach out to the People and Culture Department.

Thank you for your ongoing dedication and contributions to Techkraft Inc Pvt. Ltd. We eagerly anticipate your continued success within the team.

Yours sincerely,

Sam Browns

Executive Director

Signed Date: