

29th April 2019

Dear Ms. Nehaben Bavishi,

"Success usually comes to those who are too busy looking for it."

New Projects will beinnovative to shape our future and will lead to a new directions.

We are much known for the Time bound Execution where power packed performance and speed of execution are the ways of our Being.

Here's a review of your performance in last year 2018:

Congratulations! You have been promoted with a step ahead as a **Software Engineer**.

Your performance reward for the year is **Rs.56,160/-** and now amounts to **Rs.2,43,360/-** per annum w.e.f. April 1, 2019.

The detailed break-up of this is attached here for your reference.

As we work to make 2019 a memorable one, we hope that you will continue to learn, advance and grow.

Let's put The Ideas First!

Break-up for 2019:

Basic Salary DA	8,112.00
House Rent Allowance	3,042.00
Medical Allowance	2,028.00
Mobile & Communications	2,028.00
Other Allowances	1,014.00
Transport Allowance	2,028.00
Variable Allowance	2,028.00
Total Monthly CTC	20,280.00
Annual Cost To Company	2,43,360.00

With best wishes,
Resolute Softtech





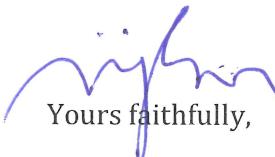
1st July 2016

Dear Ms. Nehaben Bavishi,

Welcome to the Resolute Softtech.

With reference to your Appointment Letter dated on 27th June 2016, we have received your acceptance and we are happy to appoint you in our services with effective from today i.e. 1st July 2016, as per the terms and conditions mentioned on your appointment letter.

Best compliments for your beginning with Resolute Softtech!



Yours faithfully,
For, Resolute Softtech



27th June 2016

To,

Dear Ms. Nehaben Bavishi,
B1, Tulsi Apartment,
Opp. Janki Apartment,
Mahavir Nagar, Hirawadi Road.

With reference to the application and the subsequent interviews we had, we are very pleased to offer you the position of "Trainee Engineer – Software developer", with us at Ahmedabad, on the terms and conditions verbally agreed with you during the interviews.

You shall be paid a gross consolidated salary of Rs. 10,000/- p.m. inclusive of Basic, Transport Allowances, Medical Allowances, HRA, Variable Allowances, Mobile & Communications and other allowances. Your gross annual remuneration package shall be Rs. 1.2 Lac.

You will be on probation for a period of 6 months from the date of joining. During the probation period and/or after the confirmation of the employment, the appointment may be terminated without assigning any reason at any time by ONE MONTH notice on either side, provided that the company may, if it shall choose, be at liberty to pay you of ONE MONTH salary in lieu of notice.

This offer shall be subject to:-

- 1) Acceptance of this offer in writing/confirmation about your joining duties, within 10 days from the date of this letter.
- 2) Submission of following documents within 10 days of the date of the letter:
 - I. School Leaving Certificate
 - II. Final Year Marksheets
 - III. Aadhar Card
 - IV. Address Proof- Electricity Bill/ Telephone bill/VMC Receipt
 - V. Two Passport size Photographs



You are expected to join our organization latest by July 6th 2016.

In the event of non-fulfillment of any terms, this offer shall stand withdrawn. Please sign the duplicate copy of this offer letter as token of your acceptance of Employment on the above Terms and Conditions.

We look forward to a very fruitful and rewarding relationship between you and the Organization and take this opportunity to wishing you a long and successful career with the Organization.

Yours sincerely,

For,Resolute Softtech



Accept the offer and shall join duties on 01/07/2016

Signature of the candidate Neha

ANNEXURE - A - ANNUAL SALARY STRUCTURE

Basic Salary DA	4,000.00
Transport Allowance	1,000.00
Medical Allowance	1,000.00
House Rent Allowance	1,500.00
Variable Allowance	1,000.00
Mobile & Communications	1,000.00
Other Allowances	500.00
Total Monthly CTC	10,000.00
Annual Cost To Company	1,20,000.00

Leave Entitlement: 30 Leaves per year (2.5 Leaves per month)

Note:

- **Leave Encashment:** The employee is entitled for 30 leaves per year which is over and above their CTC. All paid unused leaves in the credit of employee as on 31st December can be en-cashed and credited in January.
- **Employee Performance Evaluation:** Employee evaluation will be done twice in a year and depending on your - performance, behavioral and professional attitude and company performance throughout the year increment/incentives/salary revision shall be done.
- Your above-mentioned components plan/structure is subject to changes made by the company in its overall compensation scheme, from time to time.

