

31th December 2023

**Mis. S Sandya Rani,
Emp ID: BT/B-3059,
Designation: Business Development Executive,**

Relieving Letter

This has reference to your resignation letter, we wish to inform you that, we have accepted your resignation with regret. We agree to relieve you from your duties on **31th December 2023** provided that you have performed all pending obligations from the date of your resignation.

You are advised to submit all official papers / files / equipment's / ID card to respective departments, to process your full and final settlement.

While we wish that this association could have been longer, we hope you achieve every success in your future endeavors. We also draw your attention to your continuing obligation of confidentiality with respect to any proprietary and confidential information of our organization that you may have had access to during the course of your employment.

You have been an integral part of our growth and we appreciate your contribution during this journey.

**Yours Truly,
Brillquest Technologies Pvt Ltd.,**

**Bhavya B
Sr. HR Manager**

