



Arbaj Pvt Ltd

pune

GST: GSTIN123456

## Increment Letter To Employee

Sample Letter

Mr. rushi kapse

Designation: MERN STACK DEVELOPER

Employee Code: 2

Date: \_\_\_\_\_

### Subject: Reward of Salary Increment on Good Performance

Dear rushi kapse,

Congratulations!

In recognition of your previous performance we are glad to inform you that the company has decided to give you an increment of Rs.\_\_\_\_\_-/- and your restructured salary shall be Rs.\_\_\_\_\_-/- CTC per month will be \_\_\_\_\_.

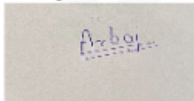
The complete detail of your revised salary is highlighted in Annexure "A" of this letter.

We would like to take this opportunity to express our appreciation of your contribution to the organization and hope that you will continue to strive for better results. We hope you will shoulder your new responsibility with full dedication and sincerity.

With best wishes,

Sincerely yours,

Arbaj Pvt Ltd



arbaj shaikh

Authorized Signatory

