

### How to fill Letter of Authorisation...

I hereby confirm that I am currently employed with

\_\_\_\_\_ (current Company Name ) only in the capacity of

\_\_\_\_\_ (designation) having employee code \_\_\_\_\_ at

\_\_\_\_\_ (Location). I hereby also confirm that I am not engaged directly or Indirectly

with any other job/profession/business of any nature as an employee, contractor, sub-contractor,

direct/indirect consultant, director, partner, or freelancer or in any other manner currently. I hereby

agree and share my consent and authorization to Birlasoft to conduct any verification on the

information and documents provided by me directly to Birlasoft or through any agencies authorized

by it. I unconditionally release and hold harmless any individual, corporation, or private or public

entity from all causes of action that might arise from furnishing to Birlasoft and the outside agency

information that they may request and require pursuant to this release. This authorization and

release, in original, faxed, electronically sent/accepted or photocopied form, shall be valid for this and

any future reports and updates that may be requested and will be retained by the company till the

purpose is resolved.

Signed: \_\_\_\_\_ Your Signature

Name in Block Capitals: \_\_\_\_\_ Name in Capital Letters

Date of Birth: \_\_\_\_\_ Your DOB

(MM/DD/YYYY)

Date: \_\_\_\_\_ Date of Filling Form

(MM/DD/YYYY)