Request for salary Review

1 message

Bhargavi Baman

 Shargavibaman35734@gmail.com>
 To: KAMESH DARJI

 darjikamesh17@gmail.com>

Tue, Jun 3, 2025 at 2:03 PM

Respect Sir/Madam,

Greetings for the day. I am writing to formally request a review of my current salary. Over the past one and half years, I have taken on additional responsibility and have consistently delivered my best performance for the company.

Given my performance and the increased scope of my role, I would appreciate the opportunity to discuss a salary adjustment that reflects my contributions and market value.

Thank you for your time and consideration.

Yours sincerely, Bhargavi Baman(employ code)

Bhargavi Baman

 bhargavibaman35734@gmail.com>

Request for Quotation for Home Furniture

1 message

Bhargavi Baman

 Shargavibaman35734@gmail.com>
 To: KAMESH DARJI

 darjikamesh17@gmail.com>

Tue, Jun 3, 2025 at 1:38 PM

Dear Mega furniture and team,

I hope this email finds you well.

I am writing to request a quotation for my home furniture. I am currently looking to furnish my apartment. I would appreciate if you could provide product options and details.

Following are list of items i am looking for:_

- Sofa set (4*2 and 4*4)
- Dining table with 6 chair
- 2 bed with mattress
- Wardrobe TV unit
- Dressing table with mirror

Please include the Item specifications, delivery and installation charges, estimated time for delivery, warranty and return policy, payment time duration and methods of payment.

Kindly send the quotation as early as possible at your convenience. Feel free to contact me if you need any further information.

Thank you and I look forward to your response.

Best Regards, Bhargavi Baman (Address) 9624573578

Bhargavi Baman

 bhargavibaman35734@gmail.com>

Reminder letter for Upcoming Appointment for Car service

1 message

Tue, Jun 3, 2025 at 12:38 PM

Dear Customer,

This is a reminder for your upcoming car service appointment is scheduled for you.

Your appointment will be scheduled on 06/06/2025 at 12 0'clock.

To help us provide the best service, please arrive 10-15 minutes early and bring your car keys. If you need to reschedule or have any questions contact us any time.

Best Regards, Nimesh Shah Veda Hundai (9624573578)



Notice for Resignation [Bhargavi Baman]

1 message

Tue, Jun 3, 2025 at 3:21 PM

Respected Sir/Madam,

Greetings of the day. I want to inform you that I resign from my position as sr. manager and my last working day is 15th June, 2025.

This decision was not easy for me. I am grateful for the opportunity and support I have had during my time with the company and team. Your support and encouragement is much appreciated. I feel grateful for working with you and all my colleagues.

Thank you once again for the opportunity to be part of the company. I hope we can stay in touch and I wish the team continued success.

Warm regards, Bhargavi Baman

Thank you for the Appraisal

1 message

Tue, Jun 3, 2025 at 12:16 AM

To: KAMESH DARJI

Respected Sir/ Madam,

I hope this email finds you well.

I would like to thank you for my recent performance appraisal. It was encouraging me for my efforts and contribution for Team and Company's Goals.

I deeply appreciate the support and guidance you have offered. With your support i learnt so many things and gave my best for my work.

Thank you again. I look forward to contributing our shared success.

Thanks and regards,

Bhargavi Baman