

Increment Letter

Date: 21 March, 2018

Emp. ID: SKS1702

Mr. Chamakura Krishna Reddy
H. No. 8-4-17/108 & 109,
Reddy Residency-209,
Sairamnagar Colony,
Karmanghat, Rangareddy,
Hyderabad-500079,
Telangana.

Dear Krishna Reddy,

This letter is in reference to the review of your performance during the year (2017 – 2018) as **System Associate**, we had a great pleasure to share that in recognition of your sincere efforts and contributions, your salary has been revised to **Rs. 3,09,000/-** per annum, with effect from **01 April, 2018**.

Annual Revised Compensation Structure:

<u>Particulars</u>	<u>Amount (Rs.)</u>
Basic	1,54,500.00
House Rent Allowance	61,800.00
Conveyance Allowance	9,600.00
Medical Allowance	15,000.00
Special Allowance	68,100.00
Incentive Pay	00.00
Total Annual Cost to Company	3,09,000.00

*The details of your salary are strictly private and confidential and should not be disclosed to others. For any clarification, please do get in touch with your HR Representative.

We are sure you will make best use of the opportunity offered to you and contribute substantially to the success of our Organization as you have done in the past and fully justify the confidence placed in you by the management.

Wishing you all the best.

For Sankalpa Soft Solutions India Pvt. Ltd.



Sanjana Priya
HR Manager - HR Department