Annexure 1A (format for Salary Advance Application)

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| *To be filled by Associate (Employee)* |  |
| Date of Application |  |
| Employee ID |  |
| Employee Name |  |
| Date of Joining |  |
| Duration of Service in Valtech (Years, Months) |  |
| Practice/Project/Function |  |
| Reason/Purpose of Salary Advance |  |
| Amount (INR) requested as Salary Advance |  |
| Request to return in EMIs (number of months) |  |
| Name of Practice Head/Functional Head (PH/FH) |  |
| PH/FH recommendation |  |