

14 November, 2023

## LETTER OF ACKNOWLEDGEMENT

This is to confirm that I, **Gaurav Soni** with Lancer ID **DI0723**, have worked as **Software Development Engineer Intern/Trainee** at **Incretive Private Limited (The Company)** for **2 Months** since **01 September, 2023**. I, hereby, state that I am satisfied with the experience that I had during my employment period and have explored a new avenue of the profession with the Company. I also confirm that I have been duly compensated for my services.

I confirm, agree and give my consent to the following points:

1. I have received all the original documents that I submitted while being onboarded at the time of joining as an employee in the company. Going forward from now, I understand that the company is no more responsible for any compensation or documents' security.
2. I have handed over all the assets according to the asset policy, including, but not limited to my laptop, charger, mobile, mouse, keyboard, etc., to the HR department.
3. I have deleted all the confidential information, project files, project deliverables, client information, client data, and every other information written in the Copyright Agreement. In addition to this, I have erased all the emails and correspondence related to my stint at the company, if any, from my personal devices and personal email, or from any other personal mode.
4. I am legally prohibited from using any of the company's files, projects, or work produced at Incretive Pvt. Ltd. (The Company) in my portfolio or personal space as the copyright of these rests with the Company. I confirm that all of the company's assets, projects, and deliverables have been handed over to the concerned person in charge and the HR department.
5. I certify that I have no pending requests or grievances against Incretive Private Limited (The Company) or any of its subsidiaries, employees, officers, or directors. Furthermore, I declare that I have no additional claims or demands against the Company that may give rise to any legal complication, implication, or any legal liability on the Company.
6. I will adhere to the company agreements that I duly signed at the time of joining.

#	Name of the Project	Files and Assets	Acknowledgement
1			
2			
3			

4			
5			

In case of any future clarifications, I will be available at +91 9588045342 and Email : gsoni8158@gmail.com

DATE

SIGNATURE

