Lata Jaiswal

Doltala, Madhyamgram, kol-132

6290395080

13-09-2024

The Officer-in-Charge

Madhyamgram Police Station

Subject: Complaint Regarding Non-Payment of Salary

Dear Sir/Madam,

I am writing to formally lodge a complaint against my employer, [Employer’s Name], who has failed to pay my salary for the work I have completed. I have been employed at Eternise in her flat as a cook since [Start Date], and my salary has been consistently delayed or unpaid for the past [Duration].

Despite multiple reminders and requests, my employer has not taken any action to resolve this issue. The details of my employment are as follows:

Employer’s Name: [Employer’s Name]

Company Name: Eternise

Job Title: cook

Employment Period: [Start Date] to [End Date or Present]

Outstanding Salary Amount: [Amount]

I kindly request your intervention to help me recover my unpaid salary. This situation has caused me significant financial distress, and I am seeking your assistance to ensure that my employer fulfills their legal obligations.

Thank you for your attention to this matter. I look forward to your prompt response and resolution of my complaint.

Yours faithfully,

Lata Jaiswal