

From goshwamikrishna4@gmail.com

To

A

abc@gmail.com



Thank You Email

Dear sir/madam,

I hope you are doing well. I would like to express my sincere appreciation for your support during the recent project. Your guidance was invaluable and made a significant difference in achieving our goals.

Thank you once again. I look forward to future collaborations.

Warm regards,

Karishma Goswami



From goshwamikrishna4@gmail.com

To



abc@gmail.com



Letter of Apology

Dear sir/madam,

I sincerely apologize for missing the submission deadline for the project report. There was a delay due to unforeseen personal circumstances, and I take full responsibility.

I assure you that necessary measures are being taken to avoid such occurrences in the future. Thank you for your patience.

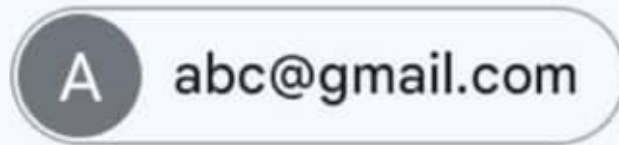
Sincerely,

Karishma Goswami



From goshwamikrishna4@gmail.com

To



Email of Inquiry for Requesting
Information

Dear sir/madam,


I hope you are doing well. I am interested in enrolling in your UI/UX Design course and would like more information about the curriculum, fees, and schedule.

Kindly provide the brochure or any relevant details.

Thank you,

Karishma Goswami

From goshwamikrishna4@gmail.com

To  abc@gmail.com



Asking for a Raise in Salary

Dear sir/madam,

I hope you are doing well. I would like to request a meeting to discuss a potential revision of my current salary. Over the past year, I have taken on additional responsibilities and successfully completed key projects.

I believe this contribution merits consideration, and I would appreciate the opportunity to discuss it in detail.

Sincerely,

Karishma Goswami

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To

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abc@gmail.com



Formal Resignation Notice

Dear sir/madam,

Please accept this email as my formal resignation from the position of Frontend Developer at XYZ Technologies, effective August 31, 2025. It has been a pleasure working with the team and gaining valuable experience.

I am committed to ensuring a smooth handover before my departure.

Thank you for the opportunity.

Sincerely,

Karishma Goswami

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