

Date: Jan 2nd, 2023

Mr. Mahesh Pandurang Zade
S/o Pandurang Narannao Zade
No-842, Laxmi Narayan Niwas,
Tulasibag Road, Near Durga Mandir
Chitanvis pura, Mahal Nagpur, Nagpur, Maharashtra-440002
Contact Number: 91-8390801207

Dear Mahesh,

We are pleased to offer you the position of **Customer Support Manager**. Attached are the specific terms and conditions of our offer, please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e., 1st Feb 2023. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Respond via email to info@togglr.com, to communicate acceptance of the offer and to confirm your joining date. Please note that if you do not send your acceptance to the email ID, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be sent to info@togglr.com at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- Report to
Togglr Solutions Private Limited
No.273, 2nd Floor, 15th Cross, 20th Main, JP Nagar 5th Phase, Bangalore 560078.

On the joining date at 9:30 a.m. Please note that it is important to be on time to complete the joining formalities. If you arrive late, you will not be allowed to join and must reschedule your joining date.

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you, (ii) 2 self photographs (passport sized, colour photos with a white background), (iii) the originals and 2 sets of photocopies of the following mandatory documents:

- Education certificate and all year mark sheets for SSLC (10th), PUC (12th) and all other degree /courses /certificates . Photocopies should include both front and back sides of the certificate.
- Joining & Relieving letter or Service Certificate from all employers. Include your employee number with such previous employer(s).
- Proof of identity. Bring 3 sets of photocopies of any one of the following documents: passport, driving license, voter's identification card or PAN card.
- Copy of Passport - if you do not have a passport then kindly apply for a passport immediately and carry the acknowledgement on the day of your onboarding.
- Copy of PAN Card - if you do not have a PAN card then kindly apply for one immediately and carry the acknowledgement on the day of your onboarding.
- If you have stated in your application to Togglr that you are differently abled, please bring the disability certificate as per the prescribed format, duly filed & signed.
- If you have ever changed your name at any point of time, and for any reason whatsoever, please bring supporting documents for the same.
- Valid Indian Work Permit, if applicable.
- Fully filled BGV & Candidate form (Copy of same is attached along with your offer letter) .

* Please note that all of the above documents are mandatory and you will not be allowed to join without them.
Please contact us via info@togglr.com for any queries regarding your employment offer.

The other terms and conditions of the offer are as follows:

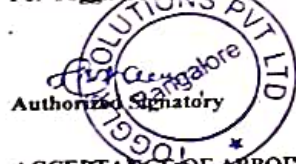
1. Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of onboarding, failing which you will not be permitted to join.
2. Your initial posting will be in Bangalore. However, your services are transferable and you may be assigned to any office of Togglr, a subsidiary, or associate company. In such case, you will be governed by the policies of that location.
(Note: It is clarified that Togglr may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices)).
3. Your appointment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer).
4. Your designation may be changed at the discretion of the Company depending on the work assigned to you.
5. You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
6. If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
7. You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [6] months but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period or upon confirmation as a regular employee, you may terminate your service by giving 90 days notice or Three month salary in lieu thereof.
8. You agree to serve an employment contract of minimum 18 months with Togglr i.e. in case of you deciding to resign from the services of Togglr before the said time period of 18 months in that case you agree to pay Togglr an amount equivalent to one month's salary. This clause is over and above point No.7 as above.
9. During Probation period and also upon completion of your probation period and confirmation as a regular employee, the Company may terminate your service at any time by giving 30 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
10. Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
11. Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
12. Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

13. It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
14. During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other business.
15. Information pertaining to Togglr operations and intellectual property is confidential and you will sign a non-disclosure agreement. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
16. If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
17. You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
18. This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your onboarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, Togglr shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
19. Your total CTC per annum will be INR 14,05,092 (Rupees Fourteen Lakh Five Thousand Ninety Two Only). The compensation component will include your basic salary, flexible benefit plan, target incentive, Variable pay and any other component in future as deemed effective as per policy.
20. Other terms and conditions: Variable pay is subject to company policy based on the employee's performance.

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At Togglr, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to Togglr on your onboarding day.

Sincerely

For Togglr Solutions Private Limited



Authorized Signatory

ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS:

I agree that I have read, understand, and accept employment with Togglr under the terms and conditions stated above.
(Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

Signature: _____

Printed Name: Mahesh Pandurang Zade,

Date: _____ Date of Joining (if requesting an alternative date): _____

Annexure

Date: 2 nd Jan 2023			
CTC Breakup (Mahesh Pandurang Zade) / With effect from 1 st Feb 2023			
Particulars	Monthly	Yearly	Remarks
Basic	35127	421524	
HRA	14051	168612	
Conveyance	1600	19200	
Medical Allowance	1250	15000	
Books & Periodicals	200	2400	
Mobile	500	6000	
Special Allowance	40945	491340	
Total Fixed Salary	93673	1124076	PT, TDS etc. Applicable
Risk to Reference (Variable)	23418	281016	Performance Based
Total CTC	117091	1405092	PT, TDS and any other deduction as per policy Applicable.

For Togglr Solutions Private Limited



Acceptance

MPZade

Mahesh Pandurang Zade