

Task : Letters

Thank You Mail:

Thank You for Coming

Dear Lucky ,

I hope you will be fine and glad to say thank you so much for coming to my brother's wedding and being a part of a special moment of my life. Your presence really meant a lot to me and my family. It was great having you there and celebrating together. Thanks once again for your time and blessings.

Your regards,
Sahil Malviya

Letter for Apology:

Letter for apology

Dear Ma'am

I am sorry for the delay. Because of some personal reasons, I could not complete the work on time. I accept my mistake and I will be more careful in the future. Thank you for your patience and support.

Your regards,
Sahil Malviya

Letter for Raising Salary:

For Increase Salary

Dear Ma'am/Sir,

I would like to request a salary increase. I am working hard and trying my best to complete my work properly. I have learned new things and improved my skills during this time. I kindly request you to please consider my request.

Thank you for your support.

Regards,
Sahil Malviya

Letter for Fee Enquiry:

Fees enquiry

Dear Ma'am,

I hope you are doing well. I am writing to enquire about the fees details. I kindly request you to please share the fee structure and any other related charges. This will help me plan accordingly.

Thank you for your time and support. I look forward to your reply.

Your regards,
Sahil Malviya

Letter for Resignation Letter:

Resignation Letter

Dear Ma'am,

I am resigning from my job due to health reasons. I am not able to continue working at present. Thank you for giving me the opportunity to work here. I am thankful for the support and experience I received during my time.

Thank you for your understanding.

Your regards,
Sahil Malviya