

xyz31@gmail.com

From palakchevli3113@gmail.com

Thank You for Salary Increase

Dear Sir/ Ma'am,

thank you for the approval of my recent salary increase.

I am thankful that you recognize all my achievements. This pay raise motivates me to continue with my highest level of job and motivation. Thank you for all your support.

Sincerely,
Palak

xyz@gmail.com

From palakchevli3113@gmail.com

Apology Letter for Absence From Wor...

Dear Sir/ Mam,

I am writing this letter to ask for your apology as I was absent and without notice. I accept that I must have informed before being absent .

Please accept my apology and forgive me. I promise that I will not disappoint you any further. I sincerely regret.

Sincerely,
Palak

Tops.Technology@gmail.com

From palakchevli3113@gmail.com

Inquiry for Requesting Information co...

Dear sir/madam,

I am writing this letter to inquire about a data analyst course at tops technology institute. This course that can help me build up my programming skills and therefore, I wish to know the choices of courses that you offer.

I request you to share with me details about the course along with the duration, number of enrollments in each class, fee for the course etc.

Sincerely,
Palak

xyz31@gmail.com

From palakchevli3113@gmail.com

Asking for a Raise in Salary

Dear Sir/ Ma'am,

I am writing to request information regarding my salary increase .I have been with the company for [time period] and since then, my skills and industry experience have grown. I would like to know if you think my current salary and my value to the company.

I would request you to increase my salary this year. After all this hard work and effort, I believe that I deserve this raise as per my work.

Sincerely,
Palak

xyz31@gmail.com

From palakchevli3113@gmail.com

Resignation for job

Dear Sir/ Ma'am,

I have made the difficult decision to resign from my position at Company due to personal reasons that require my full attention. My last day of company.

Thank you again for the opportunity to work at Company.

Sincerely,
Palak