



SUMMA REAL MEDIA PVT. LTD.

OFFER LETTER

Ref No.: SRMPL/1213/2015

Date: 20/03/2015

Mr. Dandapani Pradhan

H.No- AN2/29

Ashok Nagar 2nd Lane

Berhampur -760004

Mob:9337338262

Dear **Mr. Dandapani Pradhan**,

This refers to your application and subsequent interview you had with us, the Management is pleased to inform that you are selected for the post of **REGIONAL MANAGER – SOUTH** to be placed at **BERHAMPUR**. You will be paid a total consolidated salary of **Rs. 20,000.00** (Rupees Twenty Thousand only) per month.

You will also be paid an amount of **Rs. 5,000.00** (Rupees Five thousand only) per month towards reimbursement of local conveyance.

You are advised to report for duty at H.R. Department, Prameya News7, Plot No – 644/3019, Jagamara, Khandagiri, Bhubaneswar -751030, Ph.No -0674-6613333 Extn: 309 on or before **01st April'2015**.

Please note that this is a letter of intent only and a letter of appointment shall be issued to you on your joining the organization. You are requested to submit the following documents on the date of your joining.

1. Photo copies of Academic and Technical qualifications including HSC certificate specifying your date of birth.
2. Experience Certificate from the last and previous employers.
3. Relieving letter, proof of salary drawn from last employer.
4. Eight recent passport size coloured photograph.
5. Copy of PAN card and Identity proof (Voter ID card, Passport etc.)

Please sign the duplicate copy of this letter as a token of your acceptance.

Thanking you,

[Signature]

Dandapani Pradhan