

To

Verticurl Marketing Private Limited
Tower B 1 St Floor| India Land Tech Park Pvt Ltd| CHIL- SEZ Area,
Keeranatham Main Road |Saravanampatty, Coimbatore 641035 |

DECLARATION

I, _____ Emp # _____ would like to avail the following reimbursements on a monthly basis as per the Company's policy.

By subscribing to the below reimbursement expenses below, am aware that I will not be in a position to make any changes till the end of March'22.

Am also aware that it is my responsibility to submit all the relevant details & supporting documents to the Company as and when required. The decision of the Company will be final in case of any deviations or amendments in this Reimbursement Policy.

Food Coupons

(Choose one among the three amounts)

- Yes \ No
- INR 1000 PM
- INR 2000 PM

Mobile Expense Reimbursements

(Choose one among the three amounts)

- Yes \ No
- INR 1000 PM
- INR 2000 PM
- INR 3000 PM

Internet Expense Reimbursement

(Choose one among the two amounts)

- Yes \ No
- INR 1000 PM
- INR 2000 PM

Vehicle Expense Reimbursements

(Choose one among the three amounts)

- Yes \ No
- INR 1000 PM
- INR 1800 PM
- INR 2400 PM

Two Wheeler Expense Reimbursement
Four Wheeler Expense Reimbursement (Up to 1600cc)
Four Wheeler Expense Reimbursement (Over 1600cc)

Chauffeur Expense Reimbursements

(Applicable only for Four Wheeler with INR 900 Per Month)

- Yes \ No

Leave Travel Assistance Reimbursements

(Applicable only to Selected Bands\Designations)

- Yes \ No