

1 July 2018

Dear Vennam Raghuram Reddy,

We welcome you to '**Malleshwari Motors**' and are pleased to offer you the position of **Sales Executive**. We are excited about this journey and look forward to a long and mutually beneficial association with you, where quality is engrained in the culture and an individual's growth is given utmost priority. We are confident that you will cherish the work environment and will contribute towards achieving the organizational objectives pushing us to new heights of success. We pride ourselves as a place with ample opportunity to fulfill one's career and personal goals.

Your appointment will become effective from your joining date **09 Jul 2018**.

Regards

Team Malleshwari Motors

MALLESHWARI MOTORS

Plot No.221, Opp : Post Office, Sri Rama Nagar Colony, Hyderabad Road, Turkayamjal, Hyderabad - 501 510

Compensation & Benefits

You will be paid compensation of **INR 2,22,000 per annum**. Your employment will be governed by the Company's standard employment agreement and is to be signed on the date of joining. A detailed breakdown of your compensation will also be provided upon execution of the agreement.

Probation Period

You will be on probation for a period of Three (3) months ("Probation Period") from the date of your joining. During the Probation Period, either party (Company / you) may terminate employment by giving notice of termination as per the applicable policies, in writing or payment of basic salary for the same period. Post the completion of Probation Period, either party (Company / you) may terminate employment by giving notice of termination as per the applicable policies in writing or payment of basic salary for the same period. 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.

Leaves

You shall be entitled for a total of 21 Annual Leaves in a calendar year accrued at a rate of 1.75 per month. However, if you join after 15th of a given month, you will accrue only 1 Leave for that month. Any Leave you are entitled to can be availed only with prior notice and proper permission of your reporting manager. Additional guidelines pertaining to leave benefits shall be available upon joining

Notice Period

You need to serve a notice period of 30 days, if want to leave the organization

Regards,
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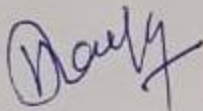
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**ACCEPTANCE OF OFFER TERMS AND
CONDITIONS:**

I confirm that I have read, understood, the terms and conditions stated above, and accept the offer.

Signature:



Printed Name: **Vennam Raghuram Reddy**

Date:

Date of Joining: 9/JUL/2018

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