



Date: 03-11-2021

Hrithik Manager,
H.No: 123/4,
St Martin Road ,
Near Bharat Petroleum,
Mumbai ,
Bombay,
Mumbai,
567123..

Dear Mr. /Ms/ Mrs. Hrithik,

Offer Letter

With reference to your application and subsequent interview you had with us,

Joining:

Your scheduled date of employment with us will be **November 03,2021**.

Designation & Duties:

We wish to offer you the post of **HR Manager**,at **Hyderabad** based on the terms and conditions.You will be responsible for achieving the goals and targets assigned to you.

Compensation:

Royalty Pay

Your Compensation will be as per our discussion **INR (Only) per annum**. You will be given Royalty pay as per the below structure

Types of Income

Direct pay

Personal points- Rs.25/-

Assigned points- Rs.20/- per each point earned Team bonus (compared with team cost) (Rs.25/- per each point)

Slabs	% of team goal achieved	% of points you will earn
Slab-A	Up to 75%	5%
Slab-B	75%-100%	7.5%
Slab-C	100% -150%	10%



Slab-D	150 and above	12.5%
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Bonus Pay

You will earn 2.5% points from all the teams under you

Pay, Plans/Performance Linked Incentives & other perks are at discretion of the Management.

Documents to Submit:

You are required to submit the following documents before/ at the time of Joining.

- Photocopy of experience certificate (if applicable).
- Photocopies of certificates and mark-sheets of Higher educational / professional qualifications.
- Copy of Aadhaar Card.
- Copy of Pan Card.
- Relieving letter (if applicable).
- Passport size photographs.

Probation:

You will be on probation for 3 months from the date of joining. Your probation period may be extended or reduced on the sole discretion of the company. Your services will be confirmed for full-time basis in the organization after satisfactory completion of probation period.

Notice Period:

You need to serve minimum of 15 days to the organization. You need to give 100% support, knowledge transfer, team transfer, client transfer and responsibilities to your reporting manager atleast before the last day of the notice period.

Termination:

Employee will be terminated from the Company for any bad behavior or irresponsible about timelines by giving 15 days of notice.

Terms and Conditions:

- He/she should be punctual to Work.
- No leaves are credited to you during the probation period.
- Sudden Leaves are not accepted. So, inform to your Reporting Manager atleast 24hours before.
- He/she should be active at working Hours.



- Pay, Plans/Performance Linked Incentives & other perks are at discretion of the Management.

Note:

Please send us the acceptance of this offer by accepting the offer with a signature, the details of which are shared in the email.

We look forward to have you as an active member of our M3 Avenue family.

Employee**M3 Avenue Financial Services Pvt.Ltd****Hrithik's Signature****Authorized Signature****Place:****Date: 03-11-2021****Date:*******THANK YOU*******MONEY MAKING MACHINE**