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**KraftWise Services Pvt Ltd**

2nd floor, Aparna Astute 8-1-293/E/10, Phone Number: 9160782830

Senore Colony, Aparna Senore vally villas, Email: [kraftwiseservices@gmail.com](mailto:kraftwiseservices@gmail.com)

Ambedkar Nagar, Shaikpet, Hyderabad -500008 Date: {document\_date}

# **Relieving Letter**

**To,**

Mr. {full\_name}

Subject: **Relieving from Duties**

Dear {full\_name},

This is to formally acknowledge that you were employed with **KraftWise Services Pvt Ltd** as an

**{designation}** from **{joining\_date}** to **{last\_working\_day}**.

We confirm that you have been relieved from your duties effective **{last\_working\_day}**, after the successful completion of your notice period and the formal handover of responsibilities.

We sincerely thank you for your contributions during your tenure and wish you continued success in your future endeavors.

Should you require any further clarification or assistance, please feel free to get in touch with the HR department at [kraftwisesevices@gmail.com.](mailto:kraftwisesevices@gmail.com.)

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Warm regards,

KraftWise Services Pvt Ltd

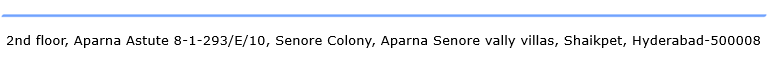
Dubbaka Rohit Kumar

Director

A close up of a stamp

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(Signature of KraftWise Management)

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