

**Onboarding Support Application Form**

I, \_\_\_\_\_, would like to apply for the Onboarding Support amounting to INR (in words \_\_\_\_\_).

I am submitting the following document(s) as proof of the expenses incurred toward my onboarding:

- i.
- ii.
- iii.

I am also submitting as collateral an undated cheque, the details of which are mentioned below:

Amount: INR \_\_\_\_\_

Cheque No.: \_\_\_\_\_

Name of the Issuing Bank: \_\_\_\_\_

I agree to the Terms & Conditions as mentioned in the Onboarding Support (Section 7.7 of the Employee Handbook) policy document.

SIGNED AND ACCEPTED

\_\_\_\_\_

Name: \_\_\_\_\_

Dated: \_\_\_\_\_