



Aug 5, 2024

### Initial Relocation Assistance

Dear Shubham Prasad,

Once again, Welcome to **Deloitte Consulting India Private Limited** and we are eager to have you on board with us.

As discussed, **Deloitte Consulting India Private Limited** will be extending its relocation assistance by way of reimbursement of actual expense incurred by you. This document outlines the policy features that will be adhered.

You will be entitled to receive maximum relocation assistance.

Designation	Amount INR
Consultant	Rs./₹ 50000/-

This assistance is aimed towards meeting the following (any or all of the below) expenses, as per the policy, within the stipulated timeframe.

1. Travel expenses for the initial trip only (airfare, train fare or bus fare) for the employee and immediate family members (Parents, Spouse, dependent children) from the point of current residence to the new job location
2. Packing and moving charges for personal belongings.
3. Insurance for personal belongings during transit.
4. House brokerage at the new location (The rental agreement should be submitted if the brokerage charges are Rs.10,000/- or more)
5. Registration of personal car, 2-wheeler including local taxes and levies.

The reimbursement will be given as per policy and eligibility. It is the employee's responsibility to ensure that any claim for reimbursement should be made within 3 months from the date of Joining/Relocation. Please submit a copy of the relocation letter while submitting expenses.

### Stipend amount and temporary lodging option

Along with the relocation assistance you may be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location.

You will receive a survey from Deloitte prior to your joining. You may select the best option for availing the relocation assistance.

If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

### For Deloitte Consulting India Private Limited

Best regards,

Authorized Signatory

*Pooja Madhani*

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Signature

Date

\* Subject to prevailing circumstances of USI offices being fully operational