

18th May 2018

Emp Name: Vikas Gautam

Emp ID: 8019497

Dear Vikas Gautam,

This is to acknowledge the receipt of your email resignation from the Company with effect from **2nd May 2018** and we hereby record the same in the system, subject to the following conditions;

- a) The settlement of dues to **Virtusa Software Services Private Limited.**
- b) Return of all company properties in your possession.
- c) Transfer of responsibilities and knowledge to the assigned personnel.

Please liaise with the Human Resources team with regard to your final clearance.

We also take this opportunity of reminding you of the terms and conditions contained in your Contract of Employment that will continue to apply to you even after the cessation of your employment with this Company; particularly the clauses relating to confidentiality and protection of intellectual property.

We take this opportunity to thank you for the services rendered to **Virtusa Software Services Private Limited.**

For Virtusa Software Services Private Limited

Kiran Aidhi

Kiran Aidhi
Senior Director – Human Resources

Virtusa Software Services Private Limited

1st Floor, 5th Block, DLF IT Park-SEZ, 1/124 Mount Poonamalee Road, Shivaji Garden Moonlight Stop, Nandambakkam Post, Manapakkam, Chennai - 600 089.

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