

09 December 2023

To,

Mrs. Papri Biswas

Phone – 7003569834, Email – papribiswas016@gmail.com

101/419, Sector 4, Vaishali

Ghaziabad – 201010

Dear Papri,

We are happy to appoint you as **Executive – Communications** in our Firm. With your qualifications and experience, we think you will do well in this role.

Office timing will be 10 am to 6 pm and you will work from Monday to Friday at our office. You will be paid consolidated remuneration of Rs. 16,000 every month which will be reviewed after six months.

You will report to CA Mohit Golchha, Partner on 11th December at 10 am.

We hope you will positively contribute to the growth of our Firm and grow in your career.

Thank you.

Regards,

Alakto Majumder

Alakto Majumder

Partner

cc. CA Suhani Chauhan – For official records and disbursement of salary