

04.08.2022

HR Head  
Krisumi Corporation Pvt. Ltd.

Dear Sir,

May I request you to grant me a salary advance of Rs. 40,000/- as I have to do rituals for my father's first year death anniversary.

As I am going through financial problem request you to kindly approve my advance. Please transfer the amount to my bank account.

Kindly deduct Rs. 5000/- each from my salary starting from my September salary.

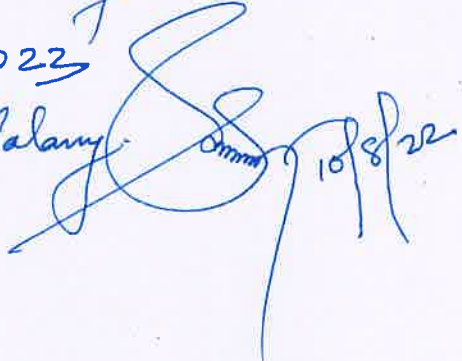
Regards

Jagdish Kamat  
Employee Code - K1029

ok

  
4/8/2022

→ or only as an exceptional case  
→ Please start deduction of Rs. 5715  
each till Mar 2023  
from Sept 2022 Salary.

  
10/8/22