



Chaitanya India Fin Credit Private Limited

Date:- 17-Apr-2023

To,
Vinoth
Employee ID - C13838
Turaiyur
Thanjavur Region

Subject: -Full and Final Settlement of salary and other benefits (if any) payable to you and Recovery of Company's dues from you on account of your separation from the company.

Dear Vinoth,

Please be informed that your resignation letter/Mail/ HRIMS Dated. 2-Aug-22 You are supposed to serve notice period as terms of your Employment and Separation from the Company. ed and accepted)

Moreover, on verification of our official records and Book of Accounts, it has been ascertained that an amount of Rs. -4936/- (Rupees Four Thousand Nine Hundred and Thirty Six Rupees only Only) is required to be paid by you against Annexure attached.

Hence, you are required to pay Rs -4936/- Only amount towards dues mentioned above, failing which Company will be left with no other option but to initiate appropriate Legal action for the recovery of the amount mentioned above, apart from non-settlement of your Full and Final payment till the matter is legally or mutually settled.

In case you fail to pay the outstanding amount, as stated above, no further communication will be made and legal proceedings will be initiated immediately, thereafter, for collecting the dues to our company.

You are also required to reach us within 15 days of receiving this communication and if you fail to do so, it will be construed that you are not cooperating with us and settlement will be done as per company policies & practices and legal proceedings will be initiated to collect our dues from your side.

Bank Name	Account Holder Name	Account number	IFSC code
ICICI BANK LTD	CHAITANYA INDIA FIN CREDIT PVT LTD	000205033125	ICIC0000002

For Chaitanya Fin Credit India Pvt. Ltd

Authorized Signatory



Chaitanya India Fin Credit Private Limited

Annexure

Statement of Full & Final Settlement			
Name of the employee	Vinoth	Employee ID	C13838
Designation	Customer Relationship Executive	Joining Date	18-May-22
Department	Business Management	Date of Resignation	2-Aug-22
		Date of Leaving	2-Aug-22
Salary particulars			
Month	August 22		
Basic	0		
HRA	0		
Other allowance	1244		
Leave Encashment	492		
Gratuity	0		
Total Gross - A	1736		
Deductions			
PF	0		
VPF	0		
ESIC	0		
PT	0		
Loan	0		
Salary Advance	0		
Notice Period Recovery	5560		
GMC	0		
Other Deductions	1112		
Total Deductions - B	6672		
NET AMOUNT PAYABLE (A-B)	-4936		