



Feb 22, 2019

Name: Neetu Kumari
College: Invertis University, Bareilly

Letter of Offer

Dear Neetu Kumari,

Thank you for exploring career opportunities with SLMG Beverages. You have successfully completed our initial selection process and we are pleased to make you an offer.

Kindly find your offer for the position of Sales Trainee in our organization. Your gross salary including all benefits will be Rs. 4,00,000/- p.a. (Rupees Four Lacs only).

We would like you to join us on or before **July 01, 2019**. In case you do not report on the said date, your offer will stand cancelled. A formal appointment letter will be issued to you on your joining the organization (subject to complete documentation). Please report at 0900hrs and get in touch with the Human Resource Department on your joining date to complete all joining formalities. Kindly send softcopies of following documents prior to your joining: -

Educational Certificates
Mandatory Identification: PAN Card & Aadhar Card
Medical Fitness Certificate
Driving License/ Passport
Passport size photographs (Soft Copy- In formals)

Kindly provide your confirmation and acceptance of the above offer by sharing a scanned signed copy of this letter. We request you to keep the terms of this offer strictly confidential.

Yours sincerely for SLMG Beverages
Sushil Kumar Garg

Head-Talent Management Department

Acceptance of the offer:

I hereby express my willingness to accept this offer and declare that I have clearly understood all the terms and conditions stated in the offer letter.

Name: _____ Signature and Date: _____

SLMG Beverages

8th Floor Rohtas Summit,

Vibhuti Khand, Gomti Nagar,

Lucknow - 226010

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly