Northwind Solutions Pvt. Ltd.

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Ref: NWS/HR/2026/118 Date: 1 June 2026

Rahul Sharma
Employee ID: EMP1024

Subject: Relieving letter

Dear Rahul Sharma,

This refers to your resignation letter dated 1 June 2026. We confirm that your resignation has been accepted and that you are relieved from your duties as Senior Accountant in the Finance department at the close of business on 30 June 2026.

Your full and final settlement has been processed as per company policy, and you have handed over all company property and documents in your possession.

We confirm that you worked with us from 5 July 2021 to 30 June 2026. We thank you for your contribution to Northwind Solutions Pvt. Ltd. and wish you success in your future career.

Please note that the confidentiality obligations in your appointment letter continue to apply after you leave.

Yours sincerely,
For Northwind Solutions Pvt. Ltd.

Anita Desai
HR Manager
(Signature and company seal)