

## Preetam Mukhopadhyay

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**From:** Dhrubajyoti Karjee  
**Sent:** Friday, May 2, 2025 12:32 PM  
**To:** Preetam Mukhopadhyay  
**Cc:** Khalid Nadim; Ayan @ Marble Box; Pratik Roy; Sumana Kundu  
**Subject:** RE: Resignation Request: Effective: April 25, 2025 – Unable to Submit via Spine Portal

Hello Preetam,

Thank you for your email and for informing us about your decision to resign from your position, effective April 25, 2025, with your last working day being May 23, 2025, as per the notice period.

I acknowledge and accept your resignation!

Please let me know if you require any assistance during your notice period or have any questions regarding the exit formalities.

## Dhrubajyoti (dhruba-joo-te) K.

Assistant Manager – Operations

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E: [dhrubajyoti.karjee@marblebox.com](mailto:dhrubajyoti.karjee@marblebox.com)

*If this issue needs to be escalated, please contact my manager,  
Ayan Dutta, at [ayan.dutta@marblebox.com](mailto:ayan.dutta@marblebox.com)*

A. Godrej Waterside, Tower II 4th floor, Sector V,  
Salt Lake, Kolkata, West Bengal, India 700091



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**From:** Preetam Mukhopadhyay <preetam.mukhopadhyay@marblebox.com>

**Sent:** Friday, April 25, 2025 9:27 AM

**To:** Dhruvajyoti Karjee <dhrubajyoti.karjee@marblebox.com>

**Cc:** Khalid Nadim <khalid.nadim@marblebox.com>; Sumana Kundu <sumana.kundu@marblebox.com>; Pratik Roy <pratik.roy@marblebox.com>

**Subject:** Resignation Request: Effective: April 25, 2025 – Unable to Submit via Spine Portal

Hello Dhruvajyoti,

I hope this message finds you well.

I am writing to formally submit my resignation, effective April 25, 2025. As per the notice period, my last working day will be May 24, 2025. Unfortunately, due to a technical glitch in the Spine Portal, I am unable to submit my resignation request through the usual process.

I wanted to ensure that you are informed about my resignation and the effective dates. Please let me know if there are any additional steps I need to take or if you require any further information from my end.

Thank you for your understanding and support.

**Thanks & Regards**

**Preetam Mukhopadhyay | Process Associate**

[preetam.mukhopadhyay@marblebox.com](mailto:preetam.mukhopadhyay@marblebox.com)

[www.marble-box.com](http://www.marble-box.com)



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Marble Box Solutions LLP

Unit 405, 4th Floor, Godrej Waterside II Plot No 5, Block DP, Saltlake Sector-V Kolkata - 700091

Employee Name	Preetam Mukhopadhyay		Payslip for the month		Jan - 2025		Branch	Godrej Waterside
Emp Code	MB1645		PaySlip		169		Pan Number	XXXXXX350B
Grade	MB1		Department		Insurance		Designation	Process Associate
Bank Name	STATE BANK OF INDIA		Account Number		31655231240		IFSC Code	SBIN0004786
ESIC No	4119382238		PF No		WBPRB15301780000011635		UAN Number	101310800714
Joining Dt	25-Jan-2024		Aadhaar Number		XXXXXXXX2197			
Days Paid	31.00	Days Present	15.00	W.Off/Pd.Off	8.00 / 1.00		LWP/Absent	0.00 / 0.00
PBL Used	0.00	CL Used	2.00	PL Used	5.00		SL Used	0.00
Bal. PBL	0.00	Bal. CL	1.00	Bal. PL	2.00		Bal. SL	1.50

Earnings	Gross	Amount	Deductions & Recoveries	Gross	Amount
Basic	11000.00	11000.00	PROV.FUND	1590.00	1590.00
H.R.A	2750.00	2750.00	E.S.I.C	128.00	135.00
Flexible	2250.00	2250.00	P.Tax	130.00	130.00
Travelling Allowance	2000.00	1500.00			
Festive Bonus	1000.00	1000.00			
Night Allowance		1000.00			
Amount Total :	19000.00	19500.00	Amount Total :	1848.00	1855.00
			Net Pay :		17645.00

Net Pay : Seventeen Thousand Six Hundred Forty Five Rupees

This is a system generated payslip and does not require signature



Marble Box Solutions LLP

Unit 405, 4th Floor, Godrej Waterside II Plot No 5, Block DP, Saltlake Sector-V Kolkata - 700091

Employee Name	Preetam Mukhopadhyay		Payslip for the month		Feb - 2025		Branch	Godrej Waterside
Emp Code	MB1645		PaySlip		156		Pan Number	XXXXXX350B
Grade	MB1		Department		Insurance		Designation	Process Associate
Bank Name	STATE BANK OF INDIA		Account Number		31655231240		IFSC Code	SBIN0004786
ESIC No	4119382238		PF No		WBPRB15301780000011635		UAN Number	101310800714
Joining Dt	25-Jan-2024		Aadhaar Number		XXXXXXXX2197			
Days Paid	28.00	Days Present	19.00	W.Off/Pd.Off	8.00 / 0.00		LWP/Absent	0.00 / 0.00
PBL Used	0.00	CL Used	0.00	PL Used	1.00		SL Used	0.00
Bal. PBL	0.00	Bal. CL	2.00	Bal. PL	2.00		Bal. SL	2.00
Earnings	Gross		Amount		Deductions & Recoveries		Gross	Amount
Basic	11000.00		11000.00		PROV.FUND		1590.00	1590.00
H.R.A	2750.00		2750.00		E.S.I.C		128.00	128.00
Flexible	2250.00		2250.00		P.Tax		130.00	130.00
Travelling Allowance	2000.00		1900.00					
Festive Bonus	1000.00		1000.00					
Amount Total :	19000.00		18900.00		Amount Total :		1848.00	1848.00
					Net Pay :			17052.00
Net Pay : Seventeen Thousand Fifty Two Rupees								

This is a system generated payslip and does not require signature



Marble Box Solutions LLP

Unit 405, 4th Floor, Godrej Waterside II Plot No 5, Block DP, Saltlake Sector-V Kolkata - 700091

Employee Name	Preetam Mukhopadhyay		Payslip for the month		Mar - 2025		Branch	Godrej Waterside			
Emp Code	MB1645		PaySlip		146		Pan Number	XXXXXX350B			
Grade	MB1		Department		Insurance		Designation	Process Associate			
Bank Name	STATE BANK OF INDIA		Account Number		31655231240		IFSC Code	SBIN0004786			
ESIC No	4119382238		PF No		WBPRB15301780000011635		UAN Number	101310800714			
Joining Dt	25-Jan-2024		Aadhaar Number		XXXXXXXX2197						
Days Paid	31.00	Days Present	20.00	W.Off/Pd.Off	10.00 / 0.00		LWP/Absent	0.00 / 0.00			
PBL Used	0.00	CL Used	1.00	PL Used	0.00		SL Used	0.00			
Bal. PBL	0.00	Bal. CL	2.00	Bal. PL	3.00		Bal. SL	2.50			
Earnings		Gross		Amount		Deductions & Recoveries		Gross		Amount	
Basic		11000.00		11000.00		PROV.FUND		1590.00		1590.00	
H.R.A		2750.00		2750.00		E.S.I.C		128.00		147.00	
Flexible		2250.00		2250.00		P.Tax		130.00		130.00	
Travelling Allowance		2000.00		2000.00							
Festive Bonus		1000.00		1000.00							
Festive Allowance				1000.00							
Night Allowance				1500.00							
Amount Total :		19000.00		21500.00		Amount Total :		1848.00		1867.00	
						Net Pay :				19633.00	
Net Pay : Nineteen Thousand Six Hundred Thirty Three Rupees											

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