



METALEX (INDIA)

A HOUSE FOR CARBON, FERRO ALLOYS, C.I., M.S., MINERAL & GENERAL ORDER SUPPLIERS

Regd. Office : 235/9, Mirpara Road, Liluah, Howrah - 711 204

Phone : 9433052144 / 9831023326

E-mail ID : metalexindia_liluah@yahoo.co.in

Date 11-10-25

Dear Urbashi Saha,

This email formally acknowledges receipt of your resignation letter dated 10th of October, 2025. We accept your decision to resign from your position as Account Assistant at Metalex India.

Your last working day will be 25/10/2025.

We appreciate your dedicated service and contributions to Metalex India. We are grateful for the positive impact you have made during your time with us.

We wish you all the best in your new career path and future endeavors. Please let us know if you need assistance with anything during your transition period.

Best Regards,

Metalex India

METALEX (INDIA)


Partner