



Tech Mahindra Limited
Infocity, Hi-tech City Layout,
Madhapur, Hyderabad 500081, India.
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011
techmahindra.com
Connect@techmahindra.com

Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400 001, India
CIN L64200MH1986PLCO41370

Date: **December 14, 2025**

Associate Name : **Namrata Bera**
Associate ID. : **1052237**
Band : **U1**
Designation : **Associate-Customer Support**
Location : **TechM-Kolkata-DLF Phase 2**

Subject - Acceptance of Resignation

Dear **Namrata Bera**,

We refer to the submission of your resignation from the services of the Company on **November 25, 2025**. This is to inform you that your resignation has been accepted subject to you, (i) compliance with the associate separation process prescribed by the Company (ii) return to the Company properties i.e. handbooks, manuals, notebooks, supplies, credit cards, key, disks, tapes, desktops, laptops, records, statistics, data and (iii) make the payment of all outstanding travel and other advances/dues to the Company on or before your last working day. Subject to the aforesaid conditions, you will be relieved from the services of the Company at the close of working hours on **December 24, 2025**.

We would like to remind you of your obligations regarding confidentiality, non-compete, non-solicitation, and non-disparagement following your separation, as stipulated in your offer acceptance with Tech M. Please review all these clauses carefully and ensure compliance with all stated obligations.

We wish you the very best in all your future endeavors.

For Tech Mahindra Limited,

Sreenu Siripuram,
Function Head.

Note: Relieving Letter and Service Letter will be triggered to your personal Email ID once your Full and Final Settlement is completed and there are no outstanding dues. FFS will be processed within 60 working days from the Last working date.

In case of any query post exit, kindly raise a request in the Communicate section on the **ReMember Portal (<https://remember.techmahindra.com/loginpages/loginnew.aspx>)** after Login (register using your GID 5 or 6 digit Associate ID while at Tech Mahindra / Mahindra Satyam)

Exit Ease-BPS Helpline No: 18003095360
Working Hours: 12:00 PM to 5:00 PM, Monday to Friday.

For your future employment verification, please inform the employer to register and raise request for verification through the following link - <https://exempverify.techmahindra.com/UserList.aspx>