

10-April-2025

To Whomsoever It May Concern:

This is to certify that **Sonali Singh**, working as a **Consultant - Retainer** for **ANAROCK Property Consultants Pvt Ltd** from **23-January-2025**.

She is drawing monthly consultancy fee as below:

Month	Name	Base Amount	TDS	Net Paid
Feb-25	Akshay Manik Biradar	30,968	3,097	27,871
Mar-25	Akshay Manik Biradar	24,000	2,400	21,600

This letter is issued to her on request for documentation purposes and cannot be used for any other purposes.

Yours sincerely,
For & On Behalf of
ANAROCK Property Consultants Private Limited



Ankur Goel
Senior Vice President – Human Resources

Regional Office:

ANAROCK Property Consultants Pvt Ltd.
1002, 10th Floor, B Wing, ONE BKC,
G Block, Bandra Kurla Complex,
Bandra East, Mumbai 400051
Tel: +91 22 4293 4293
CIN No. U70100MH2011PTC219140

Registered Office:

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1002, 10th Floor, B Wing, ONE BKC,
G Block, Bandra Kurla Complex,
Bandra East, Mumbai 400051
Tel: +91 22 4293 4293
CIN No. U70100MH2011PTC219140

Kamlesh Chaudhary

From: Mayank Nanda
Sent: 10 April 2025 14:40
To: SONALI SINGH1
Subject: FW: Resignation Letter and Request for Reduced Notice Period

Best Regards,

Mayank Nanda

Manager - HR

ANAROCK Property Consultants Pvt. Ltd.

7th Floor, Building No. 9B, DLF Cyber City,
Phase III, Gurgaon 122002

M: +91 8800448412
T: +91 124 4885550

E: Mayank.Nanda@anarock.com
W: www.anarock.com

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HVS

From: Manoj Kumar8 <Manoj.Kumar8@anarock.com>
Sent: Thursday, April 10, 2025 12:34 PM
To: Mayank Nanda <Mayank.Nanda@anarock.com>
Cc: Jatin Vasisht <Jatin.Vasisht@anarock.com>
Subject: Re: Resignation Letter and Request for Reduced Notice Period

This is Okay.

Manoj

Best Regards,

Manoj Kumar8

Assistant Vice President - Human Resources

ANAROCK Property Consultants Pvt. Ltd.

7th Floor, Building No. 9B, DLF Cyber City,
Phase III, Gurgaon 122002

M: +91 6300994673
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E: Manoj.Kumar8@anarock.com
W: www.anarock.com



From: Mayank Nanda
Sent: Thursday, April 10, 2025 12:32 PM
To: Manoj Kumar8
Cc: Jatin Vasisht
Subject: RE: Resignation Letter and Request for Reduced Notice Period

Hi Manoj,

As per the email below, I am writing to seek your approval for the resignation of Sonali. Her last working day (LWD) is proposed to be **25th April 2025**.

Kindly review and confirm your approval at your earliest convenience.

Best Regards,

Mayank Nanda
Manager - HR

ANAROCK Property Consultants Pvt. Ltd.
7th Floor, Building No. 9B, DLF Cyber City,
Phase III, Gurgaon 122002

M: +91 8800448412
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E: Mayank.Nanda@anarock.com
W: www.anarock.com



From: Jatin Vasisht <Jatin.Vasisht@anarock.com>
Sent: Thursday, April 10, 2025 12:04 PM
To: Mayank Nanda <Mayank.Nanda@anarock.com>
Cc: Manoj Kumar8 <Manoj.Kumar8@anarock.com>
Subject: RE: Resignation Letter and Request for Reduced Notice Period

@Mayank Nanda Would request you to share approval and help us with LWD.

Best Regards,

Jatin Vasisht

Senior Manager - HR

ANAROCK Property Consultants Pvt. Ltd.

7th Floor, Building No. 9B, DLF Cyber City,
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From: SONALI SINGH1 <SONALI.SINGH1@anarock.com>

Sent: Thursday, April 10, 2025 11:38 AM

To: Mayank Nanda <Mayank.Nanda@anarock.com>

Cc: Manoj Kumar8 <Manoj.Kumar8@anarock.com>; Jatin Vasisht <Jatin.Vasisht@anarock.com>

Subject: Resignation Letter and Request for Reduced Notice Period

Hi Mayank,

I am writing to formally resign from my position at **Anarock Property Consultant**, effective tomorrow, **11th April 2025**. Due to personal reasons, I kindly request that my notice period be reduced to **15 days**, making my last working day **25th April 2025**.

This decision has been a difficult one, but personal circumstances require my immediate attention. I truly apologize for any inconvenience caused and hope for your understanding and support in granting an early release.

I want to express my sincere gratitude for the valuable opportunities, support, and learning I've gained during my time with **Anarock**.

I am thankful for your guidance. I will ensure a smooth transition and will complete any necessary handover tasks or documentation to assist in the process.

I hope for your understanding and consideration regarding my early release request.

Best Regards,

SONALI SINGH

Consultant - Retainer - Human Resources

ANAROCK Property Consultants Pvt. Ltd.

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