

HI-TECH ALUMINIUM & GLASS CO.

WAGHOLI, KESNAND WADEGAON ROAD

DIST :- PUNE

GSTIN: 27GBWPS8513M1ZG

Pay Slip

For 31-Oct-2025

Ashutosh Singh

Employee No.	: HA/0020	Income Tax No.	:
Function	: Finance		:
Designation	: Finance Dept.	Universal Account No.(UAN)	:
Location	: Wagholi, Pune	PF Account No.	:
Date of Joining	: 01/06/2025	ESI No.	:

Attendance Details	Value		
Present Days	26 Days		
Earnings	Amount (Rs)	Deductions	Amount (Rs)
Basic Salary in hand	24,000.00	Professional Tax	0.00
HRA upto	1,000.00		
Lunch/Canteen Allowance upto	1,500.00		
Conveyance Allowance Upto	1,000.00		
Telephone Expense	500.00		
Total Earnings	28,000.00	Total Deductions	0.00

Net amount in words : INR Twenty Eight Thousand Only.

For, Hi-Tech Aluminium & Glass Co.



HI-TECH ALUMINIUM & GLASS CO.

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DIST :- PUNE

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Pay Slip

For 30-Nov-2025

Ashutosh Singh

Employee No.	: HA/0020	Income Tax No.	:
Function	: Finance		:
Designation	: Finance Dept.	Universal Account No.(UAN)	:
Location	: Wagholi, Pune	PF Account No.	:
Date of Joining	: 01/06/2025	ESI No.	:

Attendance Details		Value	
Present Days		26 Days	
Earnings		Amount (Rs)	Deductions
Basic Salary in hand	24,000.00	Professional Tax	0.00
HRA upto	1,000.00		
Lunch/Canteen Allowance upto	1,500.00		
Conveyance Allowance Upto	1,000.00		
Telephone Expense	500.00		
Total Earnings	28,000.00	Total Deductions	0.00

Net amount in words : INR Twenty Eight Thousand Only.

For, Hi-Tech Aluminium & Glass Co.



HI-TECH ALUMINIUM & GLASS CO.

WAGHOLI, KESNAND WADEGAON ROAD

DIST :- PUNE

GSTIN: 27GBWPS8513M1ZG

Pay Slip

For 31-Dec-2025

Ashutosh Singh

Employee No.	: HA/0020	Income Tax No.	:
Function	: Finance		:
Designation	: Finance Dept.	Universal Account No.(UAN)	:
Location	: Wagholi, Pune	PF Account No.	:
Date of Joining	: 01/06/2025	ESI No.	:

Attendance Details	Value		
Present Days	26 Days		
Earnings	Amount (Rs)	Deductions	Amount (Rs)
Basic Salary in hand	22,500.00	Professional Tax	0.00
HRA upto	2,500.00		
Lunch/Canteen Allowance upto	1,500.00		
Conveyance Allowance Upto	1,000.00		
Telephone Expense	500.00		
Total Earnings	28,000.00	Total Deductions	0.00

Net amount in words : INR Twenty Eight Thousand Only.

For, Hi-Tech Aluminium & Glass Co.





HI-TECH ALUMINIUM & GLASS CO.

Aluminium Specialist For tower structural curtain wall, door, window, system.

Relieving Letter

DATED: - 31/12/2025

To,

Mr. Ashutosh Singh

Finance Associate

Pune Maharashtra

With reference to your resignation letter dated 24th December 2025, your resignation has been accepted and you have been relieved from all the services, duties and responsibilities of Hi- Tech Aluminium Pvt Ltd with effect from the closing hours of Wednesday, 31st December 2025.

You are requested to deposit the company property entrusted to you during your employment with us.

We wish you all success in your future endeavours.

Yours Sincerely,

Hi-Tech Aluminium & Glass Co.



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