

To,

Jaya Suri  
Chief HR Officer  
Kimbal Private Limited

21<sup>st</sup> March 2025

**Subject: Notice of Resignation**

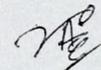
Dear Jaya,

I am writing to formally resign from my position as **Member** at Kimbal Private Limited. As per the terms of my employment, my last working day shall be **30th April 2025** Last Working Day, considering notice period].

I request you to initiate the necessary exit formalities, including processing my resignation and settling any dues as per company policy. Please advise if any further steps are required from my end to facilitate the transition.

I would appreciate your acknowledgment of this notice and confirmation of the next steps in the process.

Best regards,

  
KL541

Vikas Kushwaha

Accepted

Shamir  
21/3/25