

Date: 11-07-2025

Resignation Acceptance Letter

Employee Name: Kaushtuk Tripathi

Employee Code: 8052

Designation: Team Lead - Deputy Delivery Hub Manager-

Department: FM Operations

Office Location: Noida, Uttar Pradesh, India

Dear Kaushtuk Tripathi,

This is with regard to your resignation request dated 11-07-2025 from the services of Zepto Private Limited. Please be informed that your resignation has been accepted. Your release from the services and settlement of final dues will be subject to the completion of the requisite exit formalities. The final settlement will be credited to your account within 45 days of you satisfactorily completing the exit formalities and receiving the necessary clearances. The service letter will be issued only after the settlement formalities are completed.

We wish you all the best for your future endeavours.

Please feel free to reach out to us at [offboarding@zeptonow.com](mailto:offboarding@zeptonow.com) for any further queries.

Regards,

For & on behalf of

Zepto Private Limited.



Pratik M Limje

Senior Director - Operations HRBP

**ZEPTO PRIVATE LIMITED**

**(Formerly known as KiranKart Technologies Private Limited)**

**Regd. Office:** 4th Floor, WeWork Chromium – Powai, Jogeshwari Vikhroli Link Rd, Rajee Sambhaji Nagar, Marol, Andheri East, Mumbai – 400076, Maharashtra, India

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