



Barclays Shared Services Private Limited
DLF IT Park, 8th Floor, Building 9A and B,
1/124, Shivaji Gardens, Moonlight Stop,
Nandambakkam Post, Ramapuram, Mount
Poonamallee Road, Manapakkam, Chennai,
Tamil Nadu - 600089

20 October 2015

Vishesh Malhotra
Employee Code: E01625792

Dear Vishesh,

Relieving Letter cum Experience Certificate

This is to confirm that your resignation dated **August 25, 2015** has been accepted by us and we appreciate that you have considered this fully and must follow the career path you feel suited to. Your employment with Barclays Shared Services Private Limited (BSS) was ended on **September 20, 2015** and you have been relieved from your duties from the said date.

This is also to certify that you were employed with Barclays Shared Services Pvt. Ltd. from **August 08, 2013 to September 20, 2015**. Your designation at the time of leaving was **Process Advisor**.

You were required to return all BSS property, e.g. mobile phone, laptop, Company Corporate Card, before your leaving date. If you still have any such property in your possession, you may please return the same to BSS immediately.

Please also remember that contractual conditions about protecting confidential information related to BSS or its clients remain in place after your leaving date, details can be found in the Employment Agreement.

If you have any questions regarding the contents please do not hesitate to contact us on IndiaHRServices@Barclays.Com. You can also contact us on 0008004420006.

Your contribution to BSS is very much appreciated and our best wishes go with you for the future.

Yours sincerely;

For Barclays Shared Services Pvt. Ltd.

Authorized Signatory
Human Resources

THIS IS AN AUTO GENERATED LETTER HENCE DOES NOT REQUIRE WET INK SIGNATURE