ELEMENTIS

A global specialty chemicals company

January 20, 2026

To,
Gaurav Kumar
Employee Code : 0922545
Department : Finance
Location : Taloja

Subject: Resignation Acceptance

Dear Gaurav,

This is to formally acknowledge the receipt of your resignation letter dated **20th December'2025**, and to inform you that your resignation has been accepted. You have been relieved from your duties with **Elementis Specialties Private Limited**, effective **20th January'2026**

We confirm that you have handed over your responsibilities to the concerned department and have completed the necessary exit formalities. Your Experience letter will be served after full and final settlement.

We wish you all the best in your future endeavors and continued success in your career.

Best Wishes
for Elementis Specialties (India) Pvt. Ltd.

Parag Arjaria
Head HR INDIA & SEA

Elementis Specialties (India) Pvt. Ltd.
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