



7th Floor, DLF Square  
M Block, Jacaranda Marg  
DLF City Phase II, Gurgaon 122002  
T 91 124 465 9700  
F 91 124 465 9800

CIN-U74140DL1999PTC100244  
newdelhi@cbre.co.in  
www.cbre.co.in

**Date: 27-Jun-2024**

**Ms. Shivani Virk**  
**Employee Id 1912228**  
**Executive - Front Office**  
**GWS LOCAL FM Ded**  
**Haryana**

### **Relieving letter**

Dear **Ms. Shivani Virk**,

This has reference to your resignation from the services of the Company.

Reference the terms & Conditions of your employment, you stand relieved at the close of working hours of **19-Jun-2024**.

You would be covered by the Policy of Confidentiality, non-disclosure and property information at CBRE South Asia Pvt. Ltd. that you are privy to during the period that you worked with our organization.

Please get in touch with your regional HR or your department SPOC to complete your exit formalities (if already not completed) for processing your full and final settlement at earliest.

**For CBRE South Asia Pvt. Ltd**

**Sachin Howal**  
**General Manager – Human Resources**

Reg. Office: PTI Building, Ground Floor, 4 Parliament Street, New Delhi 110001, India T 91 11 42390200 F 91 11 23317670