
Resignation Letter

4 messages

rajat garg <rajatgarg664@gmail.com>

Tue, Jul 15, 2025 at 9:53 AM

To: monish.mehra@romsons.com

Cc: Sonia Butta <talentacquisition.delhi@romsons.com>

Dear Sir ,

I am writing to formally announce my resignation from my position as Territory Sales Manager at Romsons Group Of Industries effective from 30th July ,2025.

This decision has not been an easy one and comes after careful consideration. I have enjoyed working at Romsons Group Of Industries and am grateful for the opportunities for professional and personal development that I have been given. My time here has been both rewarding and fulfilling, and I have gained valuable experience and skills that will undoubtedly serve me well in my future endeavors.

To ensure a smooth transition, I am committed to assisting in the transfer of my responsibilities before my departure. I am willing to help train my replacement and provide any necessary support to ensure that my projects and duties are successfully handed over.

I have appreciated the opportunity to work with such a dedicated team and for a company that is making a positive impact. I look forward to staying in touch and hope our paths cross again in the future. Please let me know if there is anything else I can do to help during this transition period.

Thank you once again for the opportunity to be a part of Romsons Group Of Industries. I wish the company continued success and growth in the years to come.

Warm Regards

Rajat Garg

MSD

Pune

HR Manager Delhi <hr.delhi@romsons.com>
To: rajat garg <rajatgarg664@gmail.com>
Cc: Monish Mehra <monish.mehra@romsons.com>, DEVARSHI TRIPATHI <bdm.msd.pune@romsons.com>

Fri, July 18, 2025 at 1:51 PM

Dear Rajat,

Your resignation is accepted and your last working day has been considered as 30th July 2025.
You are advised to submit your complete handover to your reporting manager including all
company assets and NOC and submit the acknowledgement of the same to the HR to process your full & final
settlement as per the company policy.

Regards,
Shagun Mishra
Manager - HR
Romsons Group Pvt. Ltd.