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Ref. No.PTL/...../2024-2025

Date : 10.02.2025

Mr. Makarand Arvind Dandavate  
Ludhiana

Dear Mr. Makarand Arvind Dandavate

This is in reference to your resignation letter sent to our V.P (Operations), Sh. Mp Vyas, on 06<sup>th</sup> February 2025 regarding resigning from the services of the Company.

Please note that as per discussions we had with you, your resignation is accepted with effect from 10.02.2025 and you are relieved from the services of the Company on the same date.

You are advised to handover your charge to Mr. Atyender Panwar and collect the Cheque towards your full and final dues from Mr. Naveen Batish. Please also handover all official belongings and files with you to Mr. Atyender Panwar

We appreciate the services rendered by you to the Company and wish you in the best of health and spirit.

Thanking you,

Yours faithfully,  
For PODDAR TYRES LIMITED

  
[V.P OPERATIONS]

CC: A/c's Deptt : Please settle his A/c  
CC: Personal File/ Master File