

3rd March 2026

**Mr. Kavinkishore Nagarajan,
2/89, Main Road,
Devarayapuram, Nammakal,
Tamil Nadu - 637021.**

Sub: Resignation & Relieving

Dear Kavinkishore,

We are in receipt of your letter dated 9th November 2025 tendering your resignation, which we hereby accept as requested by you. You have been relieved from your duties from the close of the working hours of 23rd January 2026.

Our Accounts department would be settling all your dues based on clearance certificates duly completed by you on the following basis:

1. Salary up to and including, 23rd January 2026.
2. Salary in lieu of privilege leaves, if any, to your credit as 23rd January 2026.
3. Any unavailed Medical Benefit will be paid proportionately.
4. Recovery of dues to the company.
5. Shortfall in notice period, if any.

We take this opportunity to remind you of the importance of the non-disclosure agreement signed by you with the company at the time of your joining. Any breach in this regard would be viewed seriously and would invite legal action.

We thank you for your contribution to the growth of Primesoft and we wish you the very best in your future endeavors.

Thanking you,

Yours faithfully,

For Primesoft Enterprise IT Services Pvt. Ltd.



**Ramani A P
Human Resources Department**