



15-Jun-2022

Mr Ramesh G B (Emp ID: 212)

Ref. ID: XYZCo/0000024

Relieving Letter and Service Certificate

Dear Ramesh G B,

With reference to your letter of resignation, we hereby accept your resignation from the services of the company. Your service record is as follows:

Service Record	
Name	: Ramesh G B
Designation	: Senior Software Engineer - Testing
Date of Joining	: 24-Jul-2013
Date of Leaving	: 03-Jun-2022

You are relieved after the working hours on **03-Jun-2022** as per the terms of your appointment. Your final settlement will be processed by our Finance Department.

We wish you all the best in your future endeavours.

Best wishes,
For XYZ Company,

Jagan Krishnan
Director



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