

March 5, 2004

**Mr XXXXX**  
**Delhi – H.O.**

**Sub: Relieving Letter**

Dear XXXX,

This has reference to your letter of resignation dated February 19,2004, wherein you have requested to be relieved from the services of the company at the earliest.

We wise to inform you that your resignation is hereby accepted and you are being relieved from the services of the company with effect from close of office hours on March 5, 2004.

We also certify that your full and final settlement of account has been cleared with the organisation.

Your contributions to the organization and its success will always be appreciated. We at XYD INDIA PVT LTD wish you all the best in your future endeavors.

**Yours sincerely,**  
For XYD INDIA PVT LTD.

**GM - Human Resources**

June 15, 2004

**Mr. Sandip Sathe**  
**PDC Ranjangaon**

**Sub: Relieving Letter**

Dear Mr Sathe,

This has reference to your letter of resignation dated 24<sup>th</sup> May 2004, wherein you have requested to be relieved from the services of the company at the earliest.

All your accounts have been settled and your resignation is hereby accepted. As requested, you will be relieved from the services of the company with effect from close of office hours on 15<sup>th</sup> June 2004.

Your contributions to the organization and its success will always be appreciated. We at Whirlpool of India wish you all the best in your future endeavors.

**Yours sincerely,**  
for **Whirlpool of India Ltd.**

**Shailaja Venkat Iyer**  
**Senior Manager-Human Resources**

June 5, 2004

**Mr. Manoj Kumar Tiwari**  
**EDC Pune**

**Sub: Relieving Letter**

Dear Mr Tiwari,

This has reference to your letter of resignation dated 18<sup>th</sup> May 2004, wherein you have requested to be relieved from the services of the company at the earliest.

All your accounts have been settled and your resignation is hereby accepted. As requested, you will be relieved from the services of the company with effect from close of office hours on 5<sup>th</sup> June 2004.

Your contributions to the organization and its success will always be appreciated. We at Whirlpool of India wish you all the best in your future endeavors.

**Yours sincerely,**  
for **Whirlpool of India Ltd.**

**Shailaja Venkat Iyer**  
**Senior Manager-Human Resources**