

# Letter of Appraisal

**Date:** 25-03-2022

**Employee ID:** APD-0090

**Employee Name:** Ayesha Sharf

**Address:** C-57, Block-N, North Nazimabad, Karachi.

**Subject:** Salary Increment

Respected Ayesha Sharf,

Appedology Pvt. Ltd. acknowledges your services and persistent efforts with us in **WC Collections** Department. Moreover, to reward your exceptional and successive performance with meeting your targets, Management is pleased to announce an official Appraisal in your remuneration with effect from **01-03-2022**. Your updated salary breakup is below:

<b>Basic Salary</b>	<b>PKR 102,000</b>
<b>House Rent</b>	<b>PKR 25,500</b>
<b>Utility Allowance</b>	<b>PKR 15,000</b>
<b>Medical Allowance</b>	<b>PKR 7,500</b>
<b>Gross Salary</b>	<b>PKR 150,000</b>

All other terms and conditions shall remain unchanged.

**Congratulation on your success and we wish you all the very best for your future career with Appedology Pvt. Ltd.**

Sincerely yours,

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**HR Department**  
**Appedology Pvt. Ltd.**

***IMPORTANT NOTE: Your salary revision is confidential information and should remain between you and the concerned HR member only. In event of its disclosure directly or indirectly, Management will take strict actions against this act of irresponsibility.***