

Date: 07-04-2022

LETTER OF TRANSFER

To,
Rama Jeewan
Sales & Marketing Department
House # L1051, Street No. 10, Block 1, Jinnah Colony, Clifton, Karachi.

Sub: - Transfer order to another Department

Dear Rama Jeewan,

We would like to inform you that you are transferred from the "**Sales & Marketing**" to the "**Sales & Marketing**" department with the post of **Lead Generation Specialist** with effect from **01-04-2022**.

Your basic pay will remain the same till further notice by Management.

You will not be entitled to any other benefits, other than as mentioned in your appointment letter issued to you. Company's, other rules and regulations applicable to you remain unchanged.

Please do contact HR in case of any clarifications.

Best Regards,

Human Resources
Appedology Pvt. Ltd.