



**RANG INFOSOFT**  
DATA TO DECISIONS

## LETTER OF INTENT

Date: 31- Oct-2018

Dear Miss Jagrati Godake,

With reference of your interview, we intend to offer you the following position with Rang Infsoft Pvt Ltd ("Company"):

Position: Trainee Recruiter

Tentative Joining Date: 01- Jan-2019

Salary (Total Cost to Company): INR 2,64,000 Per Annum - CTC (INR Two Lack Sixty Four Thousand Per Annum CTC)  
+ Performance Based Incentives

Location: Baroda

Shift: Night Shift

Your roles & responsibilities, company's policy, departmental incentives and other terms and conditions of company have been discussed with you and mutually agreed upon.

Your appointment with Rang Infsoft Pvt. Ltd. will be starting from the date of your joining and subject to your complete documentation and required verification check.

Find below the few onboarding documents:

- Copies of supporting educational documents (10<sup>th</sup>/12<sup>th</sup>/ Grad. /Post Grad. certificates)
- Appointment letter/offer letter, relieving letter from previous organization, and salary slips for the last 3 months, if applicable
- Copy of PAN (if you do not have, apply immediately as it would be required)
- Aadhar Card (if you do not have, apply immediately as it would be required)
- Current Address Proof and Photo ID (Combination of Passport/Aadhar card/ PAN card/Voter ID/ Driving License)
- 4 Passport sized color photographs
- Proof of Date of Birth and Blood group certificate
- UAN (if applicable)
- 3 Professional References (Names, Emails and phone numbers of previous supervisors)

For any misleading or hidden information, company has sole right to withdraw this offer at any point of time. This is a letter of intent and should not to be treated as an Appointment letter. Actual date of joining and other details shall be stated in your appointment letter.

We welcome you to Rang Family and look forward to a long term and fruitful association.