

# PALI MEDIA PRIVATE LIMITED

CIN NO – U22219GJ2015PTC083821

2<sup>nd</sup> Floor Commerce House II, Satya Marg, Bodakdev, Ahmedabad – 380054

31<sup>st</sup> January 2024  
HRAMGCOK21/2024

Dear **Mr. Dhanush V Byju**

We are pleased to offer you a position with Pali Media, **a group of AMG**. We are confident that your skills and experience will make a valuable contribution to our team and organization.

As per our discussion, the terms and conditions of your employment are as follows:

Position	Communication Professional
Date of Joining	5 <sup>th</sup> February 2024
Remuneration	Total Gross Annual Income: 2,00,000/-
	Total CTC: 2,00,000/-
	Net Take Home Pay (After the 10% TAX): 15,000/-
Terms of CTC: I. Gross Annual Income & CTC is subject to applicable withholdings and deductions as per IT & State tax. II. Performance Variable Pay: Kindly note you will receive a performance variable pay strictly based on your performance and discretionary of the management.	
Work Schedule & Weekly OFF	Monday to Friday - Full day – US Shift
Work Mode	Onsite/Office
Leave & Holidays	Holidays and leave as per the company policy and UK & US process.
Leave Eligibility	First 3 months of joining – NO Leave eligibility
	Post 3 months – Eligible for leave as per the leave policy.
Employment Type	Full time
Performance Review Period	6 months
Review Period Notice	7 days
Notice Period – Post Review Period	30 days
Contractual period	1 year
Terms of Contractual Period	Our agreement is for a duration of one year, during which you are expected to remain employed with the company. If you wish to resign before the completion of one year, you will be required to either pay the equivalent of one month's salary as compensation to the company or to serve the notice prior to leaving.
Income Tax	Under section 194J of the Income Tax Act, 1961, <b>a deduction of 10%</b> will be made from your monthly payment. You will be able to claim this deduction when filing your income tax return. Apart from this deduction, all other terms of employment will remain unchanged. Professional tax will not be deducted in this scenario.
Payroll Cycle	Our Salary month cycle is 26 <sup>th</sup> to 25 <sup>th</sup> of each month. Salary will be deposited in your bank account between 10 <sup>th</sup> to the 15 <sup>th</sup> of every month.
<b>Kochi Office Address:</b> 1st Floor, Blayiparambil Buildings, Unichira, Thrikkakara, Kochi – 682021, Landmark: Next to HDFC Bank	

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You are required to produce the following documents as scanned copies via email along with your offer acceptance – and to carry a copy of these documents at the time of joining.

1. Passport size Photograph in JPEG – 4 copies
2. Copy of Educational Qualification Certificates. (10+12+Graduation+professional degrees if any)
3. Copy of Pan Card.
4. Copy of Aadhar Card.
5. Copy of Recent Address Proof (Electricity Bill Copy, passport Copy Etc.)
6. Copy of Latest 3-6 month's Salary Slips.
7. Copy of Appointment Letter and Increment Letter.
8. Copy of Last Employer Experience & Relieving Letter (last 2 companies is mandate)
9. Copy of the Appointment letter of the previous employer and salary revision letters
10. 4 References (2 Professional, 2 Personal - Full Name, Contact Number)
11. Copy of Cancellation cheque with name printed.

Find attached our Media Assets and our publication links mentioned below

- I. Garavi Gujarat UK - <https://www.gg2.net/digital/issue2613uk/>
- II. Garavi Gujarat USA - <https://www.gg2.net/digital/issue2613usa/>
- III. Eastern Eye - <https://www.easterneye.biz/digital/issue1579/>
- IV. Asian Trader - <https://www.asiantrader.biz/digital/issue872/>
- V. Pharmacy Business - <https://www.pharmacy.biz/digital/issue243/>
- VI. Asian Hospitality - <https://www.asianhospitality.com/digital/issue186/>

This offer and all terms of employment stated in this letter will expire if you have not returned a signed copy of this letter by **1<sup>st</sup> February 2024**. This offer of employment with Pali Media Pvt. Ltd. is subject to the successful verification of information provided by you.

We are very excited about the possibility of you joining us. We hope that you will accept this offer and look forward to a productive and mutually beneficial working relationship. Please let me know if we can answer any questions for you about any of the matters outlined in this letter.

Sincerely,

For Pali Media Pvt. Ltd.  
Vaishna Bright  
HR Executive

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## OFFER LETTER ACCEPTANCE

I accept the employment with the Company under the terms set forth in Page 1& 2 of this letter:

**Name: Dhanush V Byju**

**Signature:**

**Date:**