

Date: Feb 08,2023

**Harshil Modi**  
**Ahmedabad**

**Sub: Letter of Appointment**

Dear **Harshil**,

We are pleased to extend to you a formal letter of Appointment with effect from **Feb 01,2023** as **ADM- Accounts & Admin** on behalf of **Infiniti Retail Ltd.**, on the terms and conditions stated in this letter.

You will report to **Store Manager** and or any person as designated by the Company from time to time, at the sole discretion of the Management.

1. Your principal place of employment is **Ahmedabad**. However, at the sole discretion of the management, you may be transferred from one place, branch, section, department, division of the company to another place, branch, section, department, division of the company which is in existence as of today or that may come into existence in future anywhere in India or abroad. Similarly, you may also be required to work for any other group, sister concern, subsidiary, associate company either full time or part time that is in existence as of today or that may come into existence in future anywhere in India or abroad.
2. Your compensation for the services rendered will be as follows:
  - 2.1 Monthly benefits:
    - a. Basic Salary of Rs. 10,000/- per month
    - b. House Rent Allowance of 5,000/- per month.
    - c. Personal Allowance of Rs. 13,219/- per month
  - 2.2 Other benefits:
    - a. Provident fund as per applicable law.
    - b. Gratuity as per the Gratuity Scheme of the Company being formulated.
3. The Company will deduct tax from your compensation as per the prevailing tax laws.
4. This appointment is subject to your warranty (which will be confirmed by your signature below) that you are free to accept this appointment with **Infiniti Retail Ltd.**, and that you have closed all obligations that you may have with your previous employers which in any way may hinder your ability to join **Infiniti Retail Ltd.**
5. You shall be on probation for a period of **6 months** from date of your joining the services of our Company. The Management reserves the right to extend this probationary period if it so desires. During the probationary period, your services may be terminated by either party, by giving the other party, **14 days** notice in writing or salary in lieu thereof.

6. On successful completion of your probation period or its extension thereof, if the performance reports are satisfactory, you will be confirmed in the services of the Company, which will be intimated to you by a letter of confirmation and until such letter is issued, you shall be deemed to be on probation.
7. On completion of your probation period, your appointment may be terminated by either party, by giving to the other party, **30 days** notice in writing or salary in lieu thereof.
8. You will be required to sign the enclosed **Tata Code of Conduct**. Further, you will be required to sign an Employment Agreement and our standard Confidentiality Agreement. The Confidentiality Agreement is to ensure that all proprietary information, intellectual property and documents obtained during your association with the company will not be utilized by you at any point of time to undermine the interests of the company and Tata Group companies (generally).

If you accept the terms described above, please indicate the same by signing and dating a copy of the Tata Code of Conduct and the additional copy of this letter in the space provided below and return the same for our records.

We take this opportunity to welcome you to the **Infiniti Retail Ltd.** and are sure that we will find our professional relationship mutually beneficial.

For and on behalf of  
**Infiniti Retail Ltd.**



**Manoj Pant**  
**Lead- Region HR- West**

Note:

- Your Salary details are Personal and Confidential.
- Any sharing or discussing of this Information is against the Company Policy.

## CTC Annexure

Components	Per Month	Per Annum
<b>Fixed Components</b>		
Basic	10,000	1,20,000
HRA	5,000	60,000
Personal Allowance	13,219	1,58,628
<b>Fixed: Total Components</b>	<b>28,219</b>	<b>3,38,628</b>
<b>Retirals</b>		
PF	1,800	21,600
Gratuity	481	5,772
<b>Retirals : Total Components</b>	<b>2,281</b>	<b>27,372</b>
<b>Total Fixed Cost to Company (Fixed + Ret</b>	<b>30,500</b>	<b>3,66,000</b>

For and on behalf of  
**Infiniti Retail Ltd.**



**Manoj Pant**  
Lead- Region HR- West

**Acknowledged HARSHIL MODI**  
By:  
Email: modiharshil95@gmail.com  
Date: 2023-02-08  
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