

Confirmation Letter

_____/HRD/____ Date: _____

Mr. Bharat Patel,

Dear Mr. Bharat,

Subsequent to the review of your performance during your probation period, we have the pleasure in informing you that, your services are being confirmed as _____ with effect from 12th May 2007.

All the other terms and conditions as detailed in your appointment letter remain unchanged.

We look forward to your valuable contributions and wish you all the very best for a rewarding career with the organisation.

Please sign the duplicate copy of this letter as a token of acceptance of the same.

For Company Name

Name: