

01 September, 2020

Ms. Sujitha Meriga,
JNV Ongole, Block-D, Quarter-1 ,
NSC colony, Behind RIMS,
Ongole 523001.

Dear Sujitha,

Welcome to the ADP Family! We are thrilled to have you with us and look forward to an enriching relationship ahead. We are happy to inform you that you have been offered a position as an Intern at ADP. Your Internship duration is from 14 September, 2020 to 14 December, 2020.

You will be paid a monthly stipend of Rs. 20000/- (Rupees Twenty Thousand Only)

The organization reserves the right to terminate your internship at any time during this period. Please confirm your acceptance by signing a copy of this letter.

Sincerely,

Accepted,

Vipul Singh
(Divisional Vice President & Head of HR)

Sujitha Meriga