Revision Letter

Date: 3rd November 2026

To,
Mohit Prajapati

Subject: Compensation Revision : Mid Year appraisal

Dear Mohit,
We are pleased to inform you that based on your performance and contributions over the past year, your employment terms with **Glaze Rock Pvt Ltd** have been revised. Your updated employment details are as follows:
A. Designation: Sr. Software Developer (Team Lead)
B. Department: IT
C. Date of Revision: 1st April 2026
D. Compensation Details:

- Previous CTC: Rs. 3,00,000.00 LPA
- Revised CTC: Rs. 3,60,000.00 LPA

E. Work Location: -
F. Reporting Manager: Director / EA / HR

All other terms and conditions mentioned in your original offer letter dated 27th May 2025 remain unchanged unless specified above.

Apart from your technical responsibilities, you will also be entrusted with key responsibilities including team management, mentoring and grooming team members, maintaining proper documentation, and ensuring effective coordination across teams. Your designation will continue to be **Software Developer**, and these will form an integral part of your role.

We appreciate your dedication and contributions to the organization and look forward to your continued growth with us.
Kindly sign and return a copy of this letter as a token of your acceptance of the revised terms.

We wish you continued success in your role.

All terms of appointment and details would be in appointment letter.

Warm regards,

Authorized Signatory
Glaze Rock Pvt Ltd
Date: 03/11/2026

Employee Acceptance

I am Mohit Prajapati, accept the revised terms and conditions as mentioned above.

Signature: _____

Date: _____