



4th December, 2018

Webclipper Technologies Private Limited,

B-1602, Lotus Corporate Park, Goregaon East, Mumbai 400063.

Dear **Ajay Verma,**

Sub: Offer letter for the position of Application Support Executive

Pursuant to your application for employment at Webclipper Technologies Pvt. Ltd. (the “**Company**” or “**Webclipper**”) and our subsequent discussions, we would be happy to offer you the position of **Application Support Executive** at Webclipper Technologies Pvt. Ltd to work on our flagship product WebEngage, subject to the following terms and conditions:

1. A detailed brief on KRAs and scope of work will be given to you on joining as part of an employment agreement provided to, and to be signed by you.
2. Your **CTC is 2.5 LPA as fixed component.**
3. The above number is the total cost to company and all necessary taxes will be deducted at source as per statutory requirements. You will be covered under the Provident Fund Scheme, and the employer contribution to the provident fund shall be met out of the above said salary.
4. You will be expected to join the company on **18th December, 2018.**
5. You will be governed by the Company’s Employee Handbook, the company’s internal policies, and a Non-Disclosure Agreement. Any and all other company policies, as may be enacted/notified from time to time, will be applicable to you.
6. You shall be on probation for a period of **2 months.**
7. An employment agreement containing detailed terms and conditions (including bonuses, increments, allowances, leaves, Intellectual Property rights, confidentiality, non-compete etc.) along with the Employee Handbook will be issued to you on your joining. You will be required to provide us with a signed and executed copy of your employment agreement within a period of 2 (two) weeks of your receipt of the same from us.
8. Please confirm your acceptance of this offer by emailing a signed copy of this offer letter within the next two working days, failing which this offer will automatically stand withdrawn.
9. You are requested to carry the following documents in original at the time of joining for

Webclipper Technologies Private Limited

Corporate ID- U72900MH2010PTC208940, B-1602, Lotus Corporate Park, Goregaon East,
Mumbai - 400063, India

verification and a copy of the same for submission. Additionally, the Company may also conduct an independent background verification, if it so deems fit.

- Passport size Photograph for your Access card – this will be used for the building and office Entry/Exit.
- Your PAN card.
- Your relieving letter from Previous organization.
- Your last Income Tax Return/Pay Slip from your previous employer.
- Educational certificates received from the 10th grade onwards.
- Your ID proof like Aadhaar Card/Passport/Voter's ID card (i.e., which reflects your residential address).

10. Your employment with the Company shall, at all times, be subject to the verification to be conducted by the Company. If at any time, the Company becomes aware of any material information which was not disclosed by you but which could have a material negative impact on your employability, or of any misrepresentation carried out by you, the Company shall have the right to terminate your employment with immediate effect, without any notice or other obligation thereof.

11. You shall maintain total confidentiality of all process and know - how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, all business-related information/documents/files etc. to which you have access directly or indirectly, and the existence of this offer letter and the terms and conditions contained herein.

Your full-time appointment at Webklipper will be subject to confirmation of the above, and your subsequent acceptance of the employment letter provided to you at the time of joining.

We would like to take this opportunity to welcome you to Webklipper and wish you a long and rewarding career with us.

Yours sincerely,

For Webklipper Technologies Pvt. Ltd.

I, **Ajay Verma**, accept the terms and conditions of this contract.

Signed: _____

Dated: _____

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Break-up of your Compensation Structure

Name - Ajay Verma

Designation - Application Support Executive

CTC - 2.5 lac (fixed)

	Salary	Annual
	Per Month	Salary
Taxable Salary		
Basic Pay	10,417	125,000
HRA	5,208	62,500
Others	2,358	28,300
Medical	1,250	15,000
Conveyance	1,600	19,200
Total Taxable Salary	20,833	250,000
Non Taxable Salary		
Petrol Allowance	0	0
Internet Allowance	0	0
Mobile Allowance	0	0
Total Non taxable Salary	0	0
Gross Total Salary	20,833	250,000
Less:- Deductions		
PT	200	2,500
PF	1,800	21,600
Total deductions	2,000	24,100
Take Home Salary	18,833	225,900
In Month of February	18,733	
* TDS will be deducted as per Income , Investment Declaration and income tax slab rate		

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