

Ref No. AAS/HR/2020-017

Date 27/01/2020

**APPOINTMENT LETTER**

MR. AJAYDEEP SINGH

Pioneer Complex, Opp. Engg. College  
Vill. Alewala, PO SBS College,  
Distt. Ferozepur, Pin: 152002,  
Punjab, India

Dear Sir,

With reference to your interview dated January 27<sup>th</sup>, 2020, we are pleased to offer you position of Executive - Accounts in our Organization

Your joining date is confirmed at February 3<sup>rd</sup>, 2020 as per the following terms and conditions:

- You are entitled to a CTC of 13,000/- per month payable Looking towards your ability and other services record the growth of payment will be decided.
- You agree to submit with us a signed copy of Academics, Pan Card, Aadhar Card as well as Passport Size Photograph and also bring the originals for verifications.

Please sign an acknowledgement of this offer confirming you're joining.

We look forward to a mutually rewarding professional relationship with you.

Regards,

**AAS CAPITAL ADVISOR**  
*[Signature]*  
**Partner**

Ref No. AAS/H.R/2022-008

Date 10/01/2022

## TO WHOM IT MAY CONCERN

This is to inform whomsoever and certify that Mr. Ajaydeep Singh S/o Kuldeep Singh R/o Pioneer Complex, Opp. Engg. College, Vill. Alewala, PO SBS College, Distt. Ferozepur, Pin: 152002, Punjab is working with our organization as an "Executive - Accounts" from February 3<sup>rd</sup>, 2020 to Till Date.

He is employed on Full Time Basis and drawing a salary of 13,000/- per month. During his work period, he remains involved in his work dedicatedly. We found him pretty active in whatever task we provided. The management is highly pleased and extremely satisfied with his performance.

His duties as an Executive - Accounts are below:

- Assist in the processing of balance sheets, income statements and other financial statements
- Post and process journal entries to ensure all business transactions are recorded
- Update accounts receivable and issue invoices
- Update financial data in databases to ensure that information will be accurate and immediately available when needed
- Prepare and submit weekly/monthly reports
- Assist senior accountants in the preparation of monthly/yearly closings

We wish him all the best in his future endeavors.

Please contact us if you have any question or need more information.

**AAS CAPITAL ADVISOR**  
Regards,



Partner



ANAND

**Rs.**

the sum of Rupees Thirteen Thousand only  
on account of \_\_\_\_\_

Signature of Receiver

Ajaydeep Singh

Received with thanks from Aashima MalhotraVoucher No. 143Dated 08/July/2021**DEBIT**Salary A/c

Rs.

P.

To cash paid Mr. Ajaydeep Singh  
for the month of June, 2021

13000/-

Rupees

**TOTAL Rs.****CREDIT**Cash

Rupees

**TOTAL Rs.**

AAS CAPITAL

Cashier

Accountant

Manager

Partner

**RS.**

the sum of Rupees 12,560/-  
on account of \_\_\_\_\_

Signature of Receiver

Ajaydeep Singh

Received with thanks from Aashima TektaVoucher No. 189Dated 10/Aug/2021**DEBIT**Salary A/cTo cash paid Mr. Ajaydeep Singh for  
the Month of July, 202112,560/-

Rupees

**TOTAL Rs.****CREDIT**Cash

Rupees

**TOTAL Rs.**

Cashier

Accountant

**AAS CAPITAL ADVISOR****Partner**

Manager

**RS.**

the sum of Rupees Thirteen thousand only  
on account of \_\_\_\_\_

Signature of Receiver

Ajaydeep Singh

Received with thanks from Aashime NeltaVoucher No. 217Dated 08/sep/2021

DEBIT	Rs.	P.
Salary A/c		
To cash paid Mr. Ajaydeep Singh		
for the month of August, 2021	13,000/-	
Rupees	TOTAL Rs.	
CREDIT		
Cash		
Rupees	TOTAL Rs.	
Cashier	Accountant	Manager

**AAS CAPITAL ADVISOR**  
13,000 partner  
Manager



ANAND

**Rs.**

Received with thanks from Aashima Mehta  
 the sum of Rupees Thirteen thousand only  
 on account of \_\_\_\_\_

Signature of Receiver  
Ajaydeep Singh

Voucher No. 247Dated 06/10/2021**DEBIT**Salary A/c

Rs.

P.

To cash paid Mr. Ajaydeep Singh  
for the month of September 2021

Proof  
1

Rupees

TOTAL Rs.

**CREDIT**Cash

Rupees

TOTAL Rs.

Cashier

Accountant

**AAS CAPITAL ADVISOR**  
3,000  
Partner  
Manager

ANAND

**Rs.**the sum of Rupees  
on account of

Signature of Receiver

Ajaydeep Singh

Received with thanks from Prashant MehtaVoucher No. 279Dated 09/Nov/2021**DEBIT**Salary A/c  
To cash Paid Mr. Ajaydeep Singh  
for the month of October, 2021

Rs.

P.

13,000/-

Rupees

**TOTAL Rs.****CREDIT**

Cash

Rupees

**AAS CAPITAL ADVISOR**

Cashier

Accountant

Manager

Partner

ANAND

Dated 06/Dec/2021Voucher No. 293**DEBIT**Salary AL

Rs.

P.

To cash Paid Mr. Ajaydeep Singh12,560/-for the Month of, November, 2021

Rupees

**TOTAL Rs.****CREDIT**Cash

Rupees

**TOTAL Rs.**

Cashier

Accountant

Manager

Partner

Received with thanks from Aashima Nehrathe sum of Rupees 12,560/-  
on account of \_\_\_\_\_**Rs.**

Signature of Receiver

Ajaydeep Singh

AAS CAPITAL ADVISOR