



Development Centre
(India) Private Limited

LETTER OF INTENT

Date: 18/11/17

Name: Khushboo BHATT

Dear

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Customer Service Associate** at **Pune** facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 365 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an **Offer Letter** duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the **company**) before issue of the Offer Letter.

You are required to submit the following documents:

- Copies of the Educational Certificate (from Class 10th till the highest education)
- Relieving letter from the previous employer/s (if applicable)
- Service letter from the previous employer/s (if applicable)
- Last payslip from the previous employer/s (if applicable)
- Form 16 (if applicable)
- Address Proof
- Passport Size Photographs (6)
- Copy of PAN card

Upon signing the Offer Letter, you would be eligible to receive Total Compensation of INR 1,87,000/- (Rupees One Lakh Eighty Seven Thousand Only), payable as per the following structure:

1. Annual Base Pay of INR 1,58,950, (Rupees One Lakh Fifty Eight Thousand Nine Fifty Only) per annum payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise
2. Variable Pay of INR 28,050, (Rupees Twenty Eight Thousand Fifty Only) per annum, payable on quarterly basis and subject to meeting performance levels as per the company standards and policy.

Your attention is drawn to make note that Deferred Bonus and Variable Pay will be payable only upon successfully meeting the requirements as per company policy and also subject to (a) your continuing employment with Amazon on the date of payout.

The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.



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You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 365 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

You are required to return the duplicate copy of this letter duly signed indicating your acceptance of the terms and conditions stated above. Acceptance of this LOI will be construed as confirmation that you do not have any obligations arising from any contract or otherwise in favor of a prior employer or third party, which would impose restrictions on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to call us on csrecruiting-pune@amazon.com

Yours sincerely,

For AMAZON DEVELOPMENT CENTRE (INDIA) PVT LTD

Arindam Ganguly
Sr. Site Lead

ACCEPTANCE OF LOI

I accept the terms set forth in this letter with the company:

Signature

Date