

## ***Demand Letter***

### **SPECIMEN OF Demand Letter**

**(Specimen Demand letter Copy to be typed in the company's letter head.)**

To,  
MILAD International Ltd.  
Dag-1022, Madani Avenue,  
Vatara, Dhaka-1213,  
Bangladesh.

#### DEMAND LETTER

Dear Sir / Madam,

We have the pleasure to inform that we are in need to recruit the following workforce to work with us on the following terms and conditions as per the specification/s mentioned below.

SL No	Category	Nos Post	Basic Salaray	Duty	Age	Educational Express	Additional Express	Remarks
01.								
02.								
03.								
04.								
05.								

#### **Terms and Conditions :**

1. Accommodation : Provided by the company
2. Food : Provided by the company
3. Medical : Health card for Govt. Hospital is provided by the company
4. Air Ticket : Hours a day / 48 hours a week
6. Transportation : Free of cost
7. Contract period : 2/3 Years
8. Probation period : 90 days
9. Leave benefits : 30 days paid leave per year
10. Other benefits : As per the country's labour law.

Yours Faithfully,

Authorized Person's Name:

Authorized Signature:

Company's Name:

Company's Seal:

( N.B. Should be attested by the respective authority )