

26th March 2021

India Foster
28 Milton Street
Skipton
BD23 2ED

Dear India,

I am very pleased to inform you that from 1st March 2021 your annual salary will be increased to £22,000.

This increase is in recognition of the hard work you have put in to hit your specified targets, also your loyalty and continued commitment to the business.

I look forward to working with you in the coming years.

Yours sincerely

A handwritten signature in black ink that reads 'Tracy Ward'.

Tracy Ward
Managing Director
Holt Doctors

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Web: www.holtDoctors.co.uk



Registered in England and Wales.
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