



Date: July 01, 2022

Trupti Dhanaji Sutar
At. Tirawde, Tal. Bhudargad,
Dist. Kolhapur, Tirawde,
Kolhapur - 416210,
Maharashtra, India

Subject: Offer Cum Appointment Letter

Dear Trupti,

With reference to your application and the subsequent interview, we are pleased to offer you a promising career with us. Your appointment with HDFC Life Insurance Company Limited ("Company") will be subject to your agreement / acceptance of the terms and conditions as defined therein, else the letter shall automatically stand invalidated without any further obligation on the part of the Company. The details of the terms and conditions are as mentioned below:

Designation: Sales Development Manager

Department: Agency

Organizational Band / Grade: J3

Location: Kolhapur - Assembly Road

Date of Joining: Within 15 days of July 04, 2022

Job Detail

Although your normal work will consist of the duties and business targets as assigned to you from time to time, which shall be achieved by you to the satisfaction of the Company; you may at any time be called upon to discharge any other duties which in the opinion of the Company are within capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care.

Compensation & other Benefits

1. Your annual emoluments will be **2,60,000 per annum** on Cost to Company basis. The brief details of which are shown in Annexure-1. The Company will deduct taxes and other statutory dues as may be applicable from time to time from the remuneration payable to you.
2. Your Variable Pay for performance (VPP) is subject to your individual performance as well as Company's performance (as declared by the Company from time to time).
3. Based on your grade entitlement and as per the rules and policies determined by the Company from time to time, you will participate in:
 - a. The Provident Fund Scheme and other retirement schemes, if any. The statutory Provident Fund (PF) contribution by the Company and your contributions (or deductions from your payroll) would follow the prevailing PF rules at the time.

HDFC Life Insurance Company Limited

Corporate & Registered Office:

13th Floor, Lodha Excelus, Apollo Mills Compound,
N. M. Joshi Marg, Mahalaxmi, Mumbai - 400 011
CIN: L45101MH000123214

+91 22 6753 6666

1860-267-9999

Available Mon-Sat from 10am to 7pm (Local Charges apply)

00-907 prefix any country code e.g. +91 or 00

www.hdfclife.com

