

To,

The manager H.R SPANDANA SPTHOORTH FINANCES
HYDRABAD,

Sir,

With due respect the reason, I write, I am
the working employee of your company. My role
is - S.F 00 98281, I am B.M in charge in
Kuchin branch ODISHA. but. in DT- 7/12/25
in the time of Evening cashier - Ittuchab Pradhan
and field staff - Bishnu Prasad Bay and me
count the collection money that amount
RS 179711 that put in our official Locker.
~~me~~ and my Locker key. I put my official
table draw. and other Locker key that
take our cashier - Mr. Ittuchab Pradhan.
But. it dated 08/12/25 in the time of
morning 8 AM. Audit. Mr. Santanu Mohan
present our Branch. and he said the
count the collection money of 7/12/25
But. at that time cashier Mr. Pradhan
not present in the office. He went to
field duty. for that reason Audit. Santanu
Mohan. can not count the collection
money (7/12/25). But Mr. Mohan.
After watching the case donation book and
Entry their Laptop. and print copy
sing. by B.M Sanjay Kumar Pradhan
After this sing. Both Auditor and
me. going to field duty. But. I mistake
-ly.. my Locker key. put on my official
draw. and refer to Bishnu Prasad Bay
my cashier to deposit the collection
money to our Bank account.