



Registered Post

To
The Hon'ble Inspector of Police,
Jammalamadugu Police Station,
Gandhi Circle, Jammalamadugu,
Andhra Pradesh - 516434

Respected Sir,

Sub: Reporting of Theft/Embezzlement of Cash/ Fraud.

This is reference to the captioned subject, and we hereby humbly submit:

1. Spandana Sphoorty Financial Limited ("**the Company**") is incorporated under Companies Act, 1956 and deemed to exist within the provisions of Companies Act 2013 having its registered, office at Galaxy, Wing B, 16th Floor, Plot No. 1, Sy No 83/1, Hyderabad Knowledge, City, TSIIIC, Raidurg, Panmaktha, Hyde,rabad, Telangana-500032. The Company is a Non-Banking Financial Company without accepting deposits ("NBFC-ND") registered with Reserve Bank of India ("**RBI**") and further classified as Micro Finance, Institution ("**NBFC-MFI** ").
2. The main object of the Company inter-alia is to carry on the business of providing Microfinance services (mainly NBFC services as permitted by the RBI) to large number of low-income households directly or indirectly., in their villages and slums and thus to help them and their families to improve their standard of living.
3. In adherence to the applicable law, the Company is obliged to report certain frauds occurred to the concerned police station having jurisdiction and do requisite follow up until conclusion.
4. Accordingly, the undersigned employed with the Company wish to inform the fraud incident which took place at (Jammalamadugu(Proddatur) Branch) Details of the fraud and other allied details are provided in the Annexure for your kind perusal.
5. The information stated in Annexure is true and correct the best of my knowledge.



6. We request to register the FIR in respect of offence detailed in the Annexure to this letter and do the need in the subject matter. We would be obliged to provide further information to you / your officers immediately.

Yours faithfully,

K Sainath
Mob: 6300682681

For **Spandana Sphoorty Financial Limited**

Authorized Signatory



ANNEXURE

Details of the Complainant of the Cognizable Offence

Name of the Police Station: Jammalamadugu Police Station

| Sl. No. | | Details of the Complainant | | | | | | | | | | | |
|---------------|--------------------------|--|--|----------------------------|----------------------------|---------------------|---------------|--------------|---------------|--------------------------|------------------|-----------|-------|
| 1 | A | Name of the Company | Spandana Sphoorty Financial Limited | | | | | | | | | | |
| | B | Name of the Company Official | K Sainath | | | | | | | | | | |
| | C | Designation | Branch Manager | | | | | | | | | | |
| | D | Address | House No:4/332-2,Ground Floor,Bank Colony,Revenue Ward 2,Jammalamadugu,Kadapa,Andhra Pradesh,Pin-516434. | | | | | | | | | | |
| | E | Contact No | 6300682681 | | | | | | | | | | |
| 2 | | Place of Occurrence | | | | | | | | | | | |
| | A | Distance from the Police Station | 4km | | | | | | | | | | |
| | B | Direction from the Police Station | | | | | | | | | | | |
| 3 | | Date and Hour of Occurrence | | | | | | | | | | | |
| 4 | | Offence | Cash Embezzlement / Misappropriation / Fraud | | | | | | | | | | |
| 5 | | Description of the Accused | <table border="1"> <thead> <tr> <th>Complaint Number</th> <th>Name of the Staff Involved</th> <th>Employee Designatin</th> <th>Employee Code</th> <th>Fraud Amount</th> </tr> </thead> <tbody> <tr> <td>FN25-26-03290</td> <td>Madhan Suresh Masanagari</td> <td>Credit Assistant</td> <td>SF0073911</td> <td>39260</td> </tr> </tbody> </table> | Complaint Number | Name of the Staff Involved | Employee Designatin | Employee Code | Fraud Amount | FN25-26-03290 | Madhan Suresh Masanagari | Credit Assistant | SF0073911 | 39260 |
| | | | Complaint Number | Name of the Staff Involved | Employee Designatin | Employee Code | Fraud Amount | | | | | | |
| FN25-26-03290 | Madhan Suresh Masanagari | Credit Assistant | SF0073911 | 39260 | | | | | | | | | |
| 6 | | Details of the Witness if any | All Evidence Available | | | | | | | | | | |
| 7 | | Detailed facts regarding the offence(s). | | | | | | | | | | | |

Secunderabad B.O (500003) Counter No.4

SP-D EN413351489IN IVR:0978413351488

29-01-2026 15:05:05, 20gms (Phy.),

TO: THE DEPUTY INSPECTOR OF POLICE, JAMMALAMADU

Jammalamaduru, ANAPRA ROAD - 516434

From: K. SAIRATHI-500008

(Rate: 47.00)

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