

**The Visa Officer
Consulate General of Spain
Mumbai.**

Date:

Dear Sir/Madam

This is to confirm that Mr / Mrs _____ is working with us since _____ and is currently designated as _____.

He has been granted leave from _____ to _____. He would resume his duties from _____.

This letter is issued at his own request for the purpose of applying for visa. The firm accepts no form of responsibility or provides no form of assurance in connection with the application.

Thanking you.

**Yours faithfully
For KPMG**

**Sahil Nayar
Manager-Human Resources**

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mrs.Nayanaben Paladiya is the team leader of this company and has been working since June-2013.she is entitled to an annual leave from holiday starting date 4-may-2017 to holiday finish date 23-May-2017 inclusive. Upon her return, she will resume her duty of restarting work on 24-May-2017 in this company.

Should you need further information, please feel free to contact Roma Laiwala on her email hr@narola.email

Your favorable consideration to her application will be much appreciated.

WHOM SO EVER IT'S MAY CONCERN

This is to confirm that Mr.Nayak Vinod Kumar is working with us since _____ and is currently designated as Director.

He has been granted leave from 24th May, 2017 to 13th June, 2017. He would resume his duties from 14th June, 2017.

This letter is issued at his own request for the purpose of applying for visa. The firm accepts no form of responsibility or provides no form of assurance in connection with the application.

Thanking you.

Yours faithfully
For KPMG

Sahil Nayar
Manager-Human Resources