

Date: 23.06.2022

To,
Ashwani Kumar Tyagi. Sir,
Project Manager,
KNPC Project,
Larsen & Toubro Construction
PT&D, Kuwait.

Dear Sir,

Subject: **Request for Bachelor Pay off Allowance.**

My self **Ramanathan Muthaiah (PS.NO: 20187470)** working as a **Sr. Engineer Civil** in the organization since 19.02.2019. I have worked successfully by achieving the site progress on time at PAHW, KOC projects. Currently, I am working in KNPC project from Jan 2021 to till date.

Recently, I have went for my first vacation in Aug 2021 and completed my marriage so, now I want to bring my family to Kuwait in this regard and considering my family situation I sincerely, requesting to the management to provide Bachelor Pay off Allowance in my Contract. This allowance amount meets the requirement for Kuwait Work Permits to get family visa at my cost.

It will be very much helpful for me to live and stay along with my family in Kuwait. I am looking for a positive response from the management.

Yours faithfully,
RAMANATHAN.M