

**SAMPLE COMPANY SDN BHD (375882-V)**

32,1ST FLOOR,JALAN TIARA 4,  
BANDAR BARU KLANG,  
41150 KLANG,  
SELANGOR  
Tel : 03-3341 6909 Fax : 03-3341 2909

NGAN THIONG LEAK  
NO.58, JALAN CHENGAL 5  
SAUJANA UTAMA IV  
SG BULOH COUNTRY RESORT  
47000 SUNGAI BULOH

06 Apr 2010

Dear Ngan Thiong Leak

**RE: CONFIRMATION OF EMPLOYMENT**

We have great pleasure in inform you that you will be confirmed employee of SAMPLE COMPANY SDN BHD with effect from 01 Aug 2009.

During the past 3 months probationary period, you have faithfully attended to your duties, proving yourself to be industrious and responsible. And your relation with your colleagues has been very cordial.

Your monthly salary will be increased to RM2,600.00 and your designation will remain as the same.

We trust that you will be continuing to put in your best effort and contribute to the betterment of the company.

Thank you.

Your sincerely,  
SAMPLE COMPANY SDN BHD

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Authorised Signature(s)  
Name : MR FOO