

UnitedLex

July 14, 2022

Shefali Garg
Bhutan

Sub: Contingent Offer of Employment with UnitedLex

Dear Shefali,

Thank you for your time and interest in UnitedLex!

We would like to take this interaction to the next level by expressing our interest to extend the contingent offer for the role of Associate. The proposed remuneration details are in the attached annexure.

Terms & Conditions:

- You will be paid a gross salary of Rs.25,000 Per month.
- Gross salary would be subject to taxes and deductions as applicable.
- You shall follow a 5 day work week with 2 days being given off as per roster.

Your Date of Joining is contingent to project availability in UnitedLex. The HR team will confirm the date of joining and other details soon.

UnitedLex Office - DLF BUILDING - 6, 15th Floor, Tower C, W-Block, SEZ, DLF Phase-III, Gurgaon-122002, 8:30 AM

We do not provide the Transport facility in Ghaziabad; Noida & Faridabad though we have the closest/ designated pick-up points. Also, certain areas in Delhi come under non transport zone. In case, if you are residing in any of these locations, kindly relocate to Delhi or Gurgaon for travel convenience. For your reference, a list of Non-Transport zone has been attached.

It is mandatory for all UnitedLex employees to adhere to the security responsibilities mentioned in "Information Security Guidelines" document. Please find a copy of the same attached.

We look forward to hearing from you soon. Should you have any clarifications, do not hesitate to reach out to me or any member of the Talent Acquisition team at IndiaULPS@unitedlex.com.

Sincerely,



Mason Argiropoulos
Senior Vice President, Human Resources

The undersigned accepts the above contingent employment offer and agrees that it contains the complete terms of employment with UnitedLex; that the employment offered is "at will" as described above; that this offer supersedes any and all prior understandings, offers or agreements, whether oral or written; and that there are no other terms expressed or implied.