

Date:

TO  
M/S. Greenland Overseas,  
License No. RL-040  
DHAKA, BANGLADESH

**DEMAND LETTER**

Dear Sir,

We [**COMPANY NAME**] organized under the laws of UAE hereby appoint you, **M/S. Greenland Overseas, License No. RL-040** to be our lawful attorney and agent in Bangladesh for processing the respective affairs for recruiting manpower as follows.

| SL             | CATEGORY/PROFESSION | QUANTITY | SALARY PER MONTH |
|----------------|---------------------|----------|------------------|
| 1              |                     |          |                  |
| <b>TOTAL =</b> |                     |          |                  |

**Terms & Conditions of the contract as follows:**

1. Period of Employment : 3 Year's
2. Place of Employment : Anywhere at UAE
3. Probationary Period : 3 months
4. Working hours : 8 Hours Per day
5. Accommodation : Provided by the company
6. Food : Provided by the company
7. Transportation : Provided by the company
8. Ticket : One way Free (after complete of contract)
9. Overtime : As per UAE labor laws
10. Medical benefits : As per UAE labor laws
11. All other facilities : As per UAE labor laws
12. All other conditions of services shall be in accordance with the UAE labor law

We appreciate your kind consideration on this undertaking.

Thanking you,

*NAME OF THE AUTHORISED PERSON*

*DESIGNATION*

*[COMPANY SEAL]*