

not yet

**235 - Venkatesan S. Rajan**

**From:** 235 - Venkatesan S. Rajan  
**Sent:** Saturday, December 18, 2021 11:51 AM  
**To:** 204 - Mohammed F. Alshaikh  
**Cc:** 110 - Abdullah R. Eid; 113A - Hafsah M. Alzaidi; 110A - Abdullah R. Eid  
**Subject:** Loan Amount for Family Medical Procedure (Emp No. 2724 - Ali Zoulqarnin)  
**Attachments:** Doctor Report.jpeg; Medical Report 01.jpeg; Medical Report 02.jpeg; Medical Report 03.jpeg

Tracking:	Recipient	Read
	204 - Mohammed F. Alshaikh	Read: 12/18/2021 5:06 PM
	110 - Abdullah R. Eid	Read: 12/19/2021 9:02 AM
	113A - Hafsah M. Alzaidi	
	110A - Abdullah R. Eid	Read: 12/19/2021 9:04 AM

Dear Engineer Mohammed,

Greetings !!

We have received Advance loan amount request from the below employee for the Medical surgery procedure in Pakistan for his wife. (Please refer: Attached reports)

Employee Name	Ali Zoulqarnin
Employee No.	2724
Job Title / Work Location	HVAC Technician / Radix Tower
Requested Loan Amount	SAR 6,000

7000  
3 months settlements

As per employee request the amount can be deducted as SAR 1,500/month on 4 months from his monthly salary.

It is our humble request for your kind consideration and approval.

Thanks & Best Regards,



**Venkatesan Rajan**  
**Maintenance Manager**  
**Awtad Company**

Maeglah Center  
Tower (C) 4<sup>th</sup> Floor  
Riyadh, Saudi Arabia

T: +966 11 4115500-235  
F: +966 11 4118574  
M: +966 50 3387179  
E: [235@awtad.sa](mailto:235@awtad.sa)  
W: [www.awtad.sa](http://www.awtad.sa)

235-5-27  
12/21/21

