

Subject: Declaration Regarding Employment Details (Suggested Format on Company's Letterhead)

This letter serves as a request for the declaration on the following employment-related details, as required for [mention purpose, e.g., regulatory reporting, compliance check, etc.]. Kindly provide the necessary details based on the categories listed below:

1. Direct Employment (If applicable, please confirm by ticking the box)

Please confirm the number of employees based on the following categories:

- ☐ Less than 20 employees
- ☐ Between 21 - 50 employees
- ☐ Between 51 - 100 employees
- ☐ More than 100 employees

2. Employment of Females, Persons with Disabilities, Persons from SC/ST Categories

Please indicate the percentage of employees in the categories of Female, Persons with Disabilities, and SC/ST:

- ☐ 0%
- ☐ 1-25% (including 25%)
- ☐ 25-50%
- ☐ More than 50%

3. Employees Based in Non-Metro Cities

Please confirm the percentage of employees located in non-metro cities:

- ☐ 0%
- ☐ 1-25% (including 25%)
- ☐ 25-50%
- ☐ More than 50%

Kindly provide the necessary declarations by ticking the appropriate boxes for each category mentioned above and attach any supporting documents (if applicable). The information provided should be accurate and up-to-date.

Note: The declaration must be on the letterhead of the company, Signed by the Directors/Partners of the startup.