

Recruiting Agency Name

Full Address

Dhaka, Bangladesh.

Date: DD/MM/YYYY

Demand letter

We, **ABC Company LLC**, located at P.O. Box: **XXXX**, Dubai, UAE hereby appoint **Recruiting Agency Name** License No- **XXX** with the office address at **Full Address**, Bangladesh. License No. **XXX** to be our authorized agency in Bangladesh to recruit following mentioned Bangladeshi workers for our company.

Sr. #	Categories/Job Role	Nos of Workers	Total Salary
1	Technician	50	1400
2	Electrician	25	1400
3	Plumber	50	1400
4	Mason	50	1150
5	Shuttering Carpenter	70	1050
6	Steel Fixer	50	1050
7	Aircraft Cleaner	25	1080
8	Aircraft Loader/ Porter	15	1080
9	Housekeeper	20	900
10	Kitchen Steward	10	900
11	Waiter	10	1000
12	Warehouse Worker	10	1000
13	Cleaner Male	25	900
14	Cleaner Female	10	900
15	Helper	100	800
	Total	520	

Other Terms and condition:

1. Accommodation/Transportation : Provided by the Company
2. Food : Allowance Provided by the company
3. Duty Hours : 8 Hours per day & 6 days per week
4. Period of contract : 2 years
5. Visa : Provided by the Company
6. Return Air Ticket (After 2 Years) : Provided by Company
7. Working days : 26 days per month
8. Overtime : In accordance with UAE Labor Law
9. Medical/Insurance : Provided as per UAE labor law
10. Leave benefit : Provided as per UAE labor law
11. Agency Recruitment Fee : The Company does not charge recruitment fees

For And On Behalf Of

ABC GROUP LLC

Responsible Employee Name

Designation