

Temporary or Probationary Salary Agreement

Subject: Provisional Salary Terms Confirmation

Dear [Employee Name],

As discussed, your provisional salary for the role of [Position] will be [Amount] per [Month/Year] during the probationary period of [Duration]. Any changes or adjustments will be communicated upon successful completion of probation.

Please review and confirm acceptance of these provisional terms. We look forward to your contributions to the team.

Sincerely,

[Your Name]

[Designation]

[Company Name]

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