|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Letter of Appointment****Dear\_\_\_\_\_，****Welcome to Hundred Plus Co., Ltd. We are pleased to have you join our company as \_\_\_\_\_\_，We look forward for your knowledge and skills to be a valuable asset of the company.****Your compensation package will be provided in accordance with company’s policies starting from your date of employment：*** **Salary：Probation period\_\_\_months，and the salary details are as follows：**

|  |  |  |  |
| --- | --- | --- | --- |
| **Basic salary** | **Labor Insurance Salary** | **National Health Insurance Salary** | **Labor Retirement Contribution Basis** |
| **$\_\_\_\_\_** | **$\_\_\_\_\_** | **$\_\_\_\_\_** | **$\_\_\_\_\_** |

* **Other benefits：As per company regulation.**

**Your date of reporting is\_\_\_\_\_\_\_，Please bring relevant documents such as identification card, original copies of the highest educational certificate, and proof of transfer from previous insurance provider****We are looking forward for you to join us. If you have any questions, please feel free to contact us, and we will respond as soon as possible.** **Hundred Plus Co., Ltd.** |