ESOP Grant Letter

You are granted stock options under the company's Employee Stock Option Plan on the terms below.

Company

COMPANY NAME

CIN OR REGISTRATION NO.

REGISTERED ADDRESS

Employee

EMPLOYEE NAME

EMPLOYEE ID

DATE OF JOINING

DESIGNATION

DEPARTMENT

Grant

GRANT DATE

NUMBER OF OPTIONS

EXERCISE PRICE PER SHARE (₹)

VESTING

EXERCISE WINDOW AFTER EXIT

Indian company law requires at least one year between grant and vesting. Options are taxed as a perquisite on exercise and again on sale. The plan document governs if anything here differs.

Employee acknowledgement

☐ I accept the grant and agree to the ESOP plan terms.

Signed electronically under the Information Technology Act, 2000.

Company

SIGNATURE

PRINTED NAME

DATE

Employee

SIGNATURE

PRINTED NAME

DATE