**Advance Salary Application for festivals like Diwali, Christmas**

Festivals are an important part of the year that people finally get to celebrate with their family and their community. An advance salary application can be written to the employer asking for advance amount on the occasion of a festival.

To,

The Chief

Finance Department

AVL Home Tech

Subject: Application for advance salary

Respected Sir,

With due respect, I am writing this to request an advance of $20,000 from my salary for the festival of Diwali. It is a festival close to my heart as I finally get to go back to India to meet my family and spend this festival of lights with them and my community.

Please deduct a sum of $2000 from my salary each month until the entire amount is recovered.

I hope you consider my request. I will be grateful to you.

Thanking you.

Sincerely,

Ronald PL

Jr. Finance Manager

Employee ID: 5968743

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