Date:

Ref No.

**To : General Manager**

**Operations Department**

**Myanmar Japan Thilawa Development Limited**

## Subject: Request Permission for (Soil Investigation/Survey Work) at (Name of Plot), (Company Name)

We would like to request permission for Soil Investigation/Survey Work at (Name of Plot), (Company Name). We would like to inform that (Name of Contractor Company) will conduct Soil Investigation/Survey Work. We will undertake any problems rising up from that work.

We hereby submit the following list of attachments;

1. Location Map
2. Bore Hole Location Plan (if Soil Investigation)
3. Time schedule (start date and finish date)
4. Contact information (person in charge’s name, contact number, email address and etc.)

We will comply all Internal Regulations of TSEZ and the Rules of Construction of TSEZ during our works. We will inform in advance for the progress situation of the work.

Sincerely,

Name :

Position :

Company Name :