Date :

Letter No.:

**To : General Manager**

 **Operations Department**

 **Myanmar Japan Thilawa Development Limited**

**Subject: Minor Design Change/Design Modification Notification for (Unit No. xxx) in Rental Factory (x), (Company Name). (Excluding Power System and Fire Safety System)**

 We hereby submit the following design change notification documents from the reference approved DAA/CCI (SEZ xxxx) on the date of (Date). Three (3) sets of hard and soft copies (CD) are attached herewith, along with the Application for Design Change Approval cover sheet.

Attachments:

1. Letter of attorney (If any)
2. Design Change/Design Modification Application Format with explanatory diagram
3. Old Design with MJTD Stamp
4. Design Change/ Modified Drawing
5. Any document that MJTD may require

Sincerely,

Signature

(Name of the applicant)