Date :

Letter No.:

**To : General Manager**

 **Operations Department**

 **Myanmar Japan Thilawa Development Limited**

**Subject : Application for Completion Inspection for the Renovation of Rental Factory, Unit No. ( ), (Company Name)**

We hereby submit the following documents for completion inspection for the renovation of Rental Factory-A at (Unit No.) with the Application for Completion Inspection .

 Attachments:

1. Letter of attorney (If any)
2. Copy of Building Completion Certificate (BCC) from OSSC
3. As Built Drawing
4. Liability Insurance Cover Note

 (Third Party Liability (minimum USD 500,000/per unit) is attached)

1. Start of Use Approval for Power, Water and Waste Water by MJTD
2. Environmental Inspection Record and if any Initial Environmental Evaluation (IEE) Approval
3. Electricity Certificate
4. Other Permit from Authority if any.

Sincerely,

Signature

(Name of the applicant)