Date:

Ref No.

**To : General Manager**

 **Operations Department**

 **Myanmar Japan Thilawa Development Limited**

## Subject: Request Permission for Soil Investigation for (boring / soil contamination) at (Name of Plot), (Company Name)

We would like to request permission for Soil Investigation for (boring / soil contamination) at (Name of Plot), (Company Name). We also inform that (Name of Contractor Company) will conduct Soil Investigation. We will take care of any problems raised from this work.

We hereby submit the following attachments;

1. Location Map
2. Bore Hole Location Plan
3. Time schedule (start date and finish date shall be included)
4. Contact information (person in charge, contact phone number, email address and etc.)
5. Other related documents (if any)

We will comply all the safety regulation during our works. We will inform in advance before starting any works.

Sincerely,

Signature

(Name of the applicant)