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Date.....

To
Development Regulatory Division
Gelephu Thromde

Subject: Request for location clearance

Sir,

I am processing **Business/Industrial** License with the Regional Trade Office for the establishment of..... (Specify activity) on Plot No. GT1-.....in LAPunder.....Demkhong. Therefore, I would like to request your office to kindly issue location clearance to enable me to process the license.

The details of the Building owners are as follows:

- | | |
|--------------------|-------------|
| 1. Name | : |
| 2. CID | : |
| 3. Flat No | : |
| 4. Phone No | : |
| 5. Type of license | : New/Renew |

Yours sincerely

Name and Signature.....

CID No.....

Contact No.....

Note: If the space is rented, please attach a copy of the latest rental agreement signed between the two and location clearance will be issued.