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 The Managing Director,

 ……………………………. Ltd.,

 ……………………………………,

 ……………………………………..,

 …………………, Lagos.

 Dear Sir,

**REQUEST FOR INTER-HOUSE TRANSFER**

 I hereby request for the transfer of my shares in your

 organization to Light House Asset Management Limited.

 Thanks for your anticipated co-operation.

 Yours faithfully,

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