Ref.:

Date:

**Development & Planning Department Zoning Authority - Development Control**

TECOM Investments DTMFZA

P.O. Box: 450474, Dubai, UAE. P.O. Box: 478844, Dubai, UAE

**Building Name :**

**Property Unit No. :**

**Subject : PROPOSED FIT-OUT WORKS - CONTRACTOR APPOINTMENT**

Dear Sir,

We hereby confirm that M/s. …………………………………………………………………….. is appointed as the Fit-out Contractor for our above premises, to carry out the proposed Fit-out works in accordance with the process, requirements and guidelines of TECOM, DTMFZA and other local authorities.

We request you to extend your cooperation in this regard and facilitate necessary review and approvals. Thank you.

Yours faithfully,

(Signature)

Name

Position

**Company Name**

(Company Stamp)