**[ON LETTER HEAD]**

Dated:\_\_\_\_\_\_\_\_\_\_

To,

The Director,

Software Technology Parks of India,

9th Floor, GIFT One Tower, Block-56, Road-5C

Zone-5, Gift City, Gandhinagar – 382 355 (Gujarat)

Dear Sir,

**Sub: NOC for Change in Implementing Agency– Reg.**

**Ref: STPI LOP Approval No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated: \_\_\_\_\_\_\_\_\_\_\_\_.**

**\*\*\***

We intend to inform that we are transferring our operation in the name of new implementing agency from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ w.e.f. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ which happened due to merger/ acquisition of company & enclosing herewith the following documents:

1. Request letter from both the units/ companies.
2. CA certified performance details as per Annexure 23 A of Transferor.
3. Copy of Court order / NCLT order / Business Transfer agreement.
4. Board Resolution of both the companies w.r.t. change in implementing agency.
5. Declaration on Rs.200/- stamp paper as per prescribed format to be submitted by Transferee.
6. Copy of Memorandum & Article of Association, List of Directors /Investors of Company, ROC, PAN and IEC of Transferee.
7. Copy of new Importer Exporter Code Certificate.
8. Copy of new Permanent Account Number.

In this regard, we request your good office to kindly issue the NOC for change in implementing agency.

Thanking you,

Yours faithfully,

For, <Unit Name>

Signature:

(Name of Director/ Partner/ Proprietor/Authorized Signatory)

Designation:

Email-id & Contact No.: