**[ON COMPANY LETTER HEAD]**

Date \_\_\_\_\_\_\_\_\_\_\_\_\_

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 Sub-Contract a Part of Production/ Job Work to DTA unit - Reg.**

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

**\*\*\***

We intend to sub-contract a part of our production/ job work to DTA unit as per para 6.13 of prevailing FTP.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_< Mention reason for sub-contracting >\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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We are enclosing herewith the following documents:

1. Application for Sub-Contracting.
2. CA certified performance details as per Annexure 23 A.
3. Agreement copy / Purchase order copy / Copy of SOW.
4. Disclaimer Certificate for availing Export Benefits (a letter stating who will be availing the export benefit).

In this regard we request your good office to kindly issue the NOC for sub-contract part of our production/ job work..

Thanking you,

Yours faithfully,

For, <Unit Name>

Signature:

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

Designation:

Email-id & Contact No.: