

Transfer Letter for Gas Connection Due to Tenant Change

Subject: Gas Connection Transfer on Tenant Change

Dear [Recipient Name],

I am the current account holder of gas connection [Account Number] at [Current Address]. I request the transfer of this connection to the new tenant [New Tenant Name] who has taken over the premises.

Kindly provide the necessary forms and confirm the transfer process. Attached are copies of tenancy documents and identification for reference.

Thank you for your assistance.

Sincerely,

[Your Name]

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