

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Department]

[New Location/Company Name]

[Address]

[City, State, Zip Code]

Subject: No Objection Certificate for Employee Transfer

Dear [Recipient Name],

This is to certify that we have no objection to the transfer of [Employee Name], [Employee Position], who has been employed with [Your Company Name] since [Employee Start Date].

We acknowledge that [Employee Name] has expressed their desire to transfer to [New Location/Company Name] and we fully support this transition.

Please feel free to contact us if you require any further information.

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Your Department]

[Your Company Name]

[Your Contact Information]