

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company/Organization]

[Recipient's Address]

Subject: No Objection Certificate for [Project Name/Description]

Dear [Recipient's Name],

We, [Your Company/Organization Name], hereby request a No Objection Certificate (NOC) for our property development project located at [Project Address/Location].

Project Details:

- Project Name: [Name of the Project]
- Project Type: [Residential/Commercial/Mixed-use]
- Project Area: [Total Area in Square Feet/Square Meters]
- Proposed Start Date: [Proposed Start Date]
- Estimated Completion Date: [Estimated Completion Date]

We assure you that our project complies with all local regulations, zoning laws, and safety standards. Attached herewith are the necessary documents, including:

1. Site Plan
2. Project Specifications
3. Environmental Clearance (if applicable)
4. Ownership Documents

We kindly request your prompt consideration of this application. Should you require any further information or documentation, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization Name]

[Your Contact Information]