

Shares Transfer Approval Letter

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you that your request for the transfer of shares related to the corporate merger between [Your Company Name] and [Other Company Name] has been approved. The transfer of [Number of Shares] shares from [Your Company Name] to [Recipient Company Name] will be effective as of [Effective Date].

Please find attached the documentation associated with this transfer, including the updated shareholder registry and all pertinent agreements.

Should you have any questions or require further information, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]