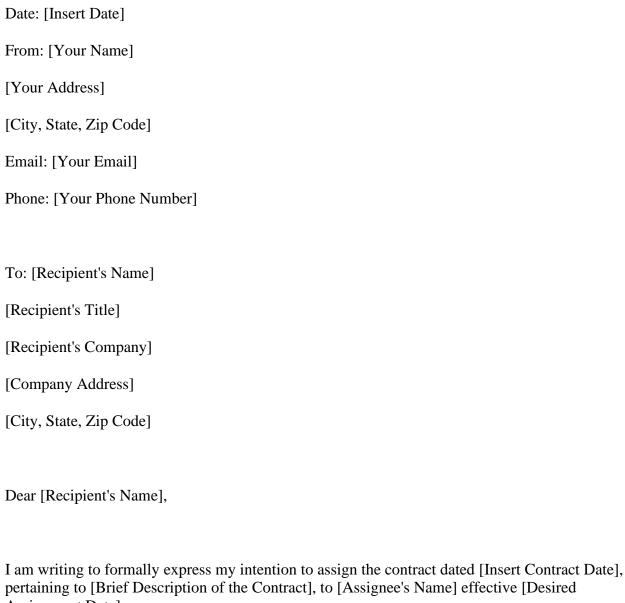
Contract Assignment Intention Letter



Assignment Date].

This decision is made to facilitate [reason for assignment, e.g., business restructuring, financial obligations, etc.]. Attached are the necessary documentation and consent forms for your review.

Please confirm your acceptance of this assignment by signing and returning the attached documents by [Insert Deadline Date]. Your cooperation is greatly appreciated as we move forward with this process.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position, if applicable]