

[LPO]
[ADDRESS]
[SUBURB] [STATE] [POSTCODE]

[DATE]

POAAL
PO Box 190
CARLTON SOUTH VIC 3053

Dear Sirs,

Assignment of LPO

I wish to advise that I will be assigning the [LPO] Licensed Post Office to:

Name:

Address:

Tel:

Mobile:

Email:

Please forward a membership kit to the prospective new Licensee at the above address. We are looking at a transfer date of [DATE OF TRANSFER].

Yours faithfully,

[YOUR NAME/S]
Licensee
[LPO]