Ref: Lubes/03 Date: ………….

To:

Dear Sir,

**Sub: Letter of Appointment for the proposed Servo Lube Distributorship for the District of …………………………**

Further to our letter of intent of even reference dated …………… and your acknowledgement dated …………..; we are pleased to appoint you as our **Servo Lube Distributor** on the terms and condition contained in the Servo Lube Distributor Agreement, copy of which is enclosed herewith.

Your area of operation for the marketing of Servo Lubricants and Greases will be **the District of ……………….**

You are requested to execute the agreement by duly signing in all pages and forward the same to us at the earliest.

As requested, you are permitted to operate the **Servo Lube Distributorship** in the name and style of **‘…………………’** as a proprietorship.

We take this opportunity of welcoming you to the **“LANKA IOC PLC FAMILY”**.

With Best Wishes,

Yours truly,

For **Lanka IOC PLC,**

Shyam Bohra

Managing Director