13th August 20XX

Sidney Trollope  
Executive Financial Officer  
XYZ Hospital Michigan St, 567

Subject: License Transfer Letter

Dear Mr. Trollope,

On July 12, 20XX, Baptist Health Lexington yielded to USA XYZ Organization an appeal for assent to direct license transfer of XYZ organization materials having license number 64-5678-35. By going through the information that you gave, we contemplate that following proposed unison between Baptist Health Lexington ABC healthcare system, the control of Baptist Health Lexington will be directly given to the ABC healthcare system. This transfer will not bring any change to the name of licensed materials and name, location for using licensed items, persons that will use license material and persons accountable for safety program of licensee’s radiation.

By keeping in view aforesaid understandings and detailed XYZ organization evaluation report for staff safety which describes the XYZ organization staff’s assessment of the request, we do not have any grievance to the suggested transfer.

You have to notify us immediately, in writing form, once the transaction is concluded and incorporate a signed copy of the unison agreement authenticating fulfillment of the transaction. With all this information, we grant a managerial amendment to your XYZ organization’s license to mirror transactions.

If this unison agreement has not been practiced within the time span of twenty days including the date of this letter, then inform all this in writing. I can be contacted at [X] or via email at [X]. If you have any queries regarding all this, then I can provide all details to you.

Sincerely,

Matthew Arnold