

COMPANY LETTER HEAD

SAMPLE DEMAND LETTER

Date: _____

Mrs. Josephine L. Kadir
GBMLT Manpower Services, Inc.
#1537 M.H. Del Pilar St., Ermita
Manila – Philippines

Dear Madam,

Kindly recruit the following workers for us
from Philippines, under our Visas from our
valid Visa No. _____ dated

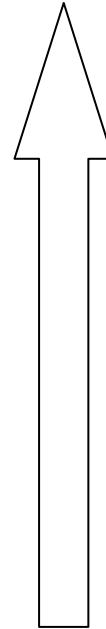
Categories	Quantity	Salary (SR)
Steel Fixer	1	
Tinsmith	1	
Scaffolder	1	
Pipe Fitter	3	
Instrument Tech.	8	
Mason	1	
Mech. Fitter	7	
Machinist	6	
Total	28	

Terms and Conditions:

1. Working Hours Eight (8) Hours per day (6) days per Week
2. Food and Accommodation, Provided by Company
3. Medical Aid, Insurance provided by the Company.
4. End to End passage from Philippines will be provided by the Company.
5. All other conditions will be in full accordance with the Labour Law of Kingdom of Saudi Arabia.

Thank you and Regards.

Proprietor



To Be Translated In Arabic

