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District Commissioner  
Inland Revenue Department  
Private Bag  
Manukau  
AUCKLAND

**Private & Confidential**

Dear Sir

**Client Name:**  
**Client Name:**  
**Client Name:**

This is to advise that effective this date Baigent Consulting Limited, Chartered Accountants have been appointed as our accountancy advisors and accordingly could you please provide them with any information that they request concerning our affairs. Information may be obtained using all means the company uses to communicate with the Inland Revenue Department.

Yours faithfully  
**Client Name:**

.....  
**Client Signature**

.....  
**Date**