

Movable Asset Transfer Letter

Date: _____

From (Transferor): _____

Address: _____

To (Transferee): _____

Address: _____

Subject: Transfer of Movable Asset

Dear Sir/Madam,

I/we, [Transferor Name], hereby transfer the ownership of the following movable asset to [Transferee Name] with effect from [Effective Date].

Details of the Movable Asset:

Asset Description: _____

Serial/ID Number: _____

Condition: _____

Other Details: _____

I/we confirm that the above asset is free from any encumbrances and agree to transfer the same to the transferee as per the mutually agreed terms. Both parties undertake to fulfill any formalities necessary for the completion of this transfer.

Signature (Transferor):

Name: _____

Date: _____

Signature (Transferee):

Name: _____

Date: _____

Important Notes:

- Ensure all asset details are accurate and complete before signing.
- The transfer letter should be signed by both parties in presence of a witness, if possible.
- Attach supporting documents (e.g., bill of sale, receipts) as applicable.
- Retain copies of the signed letter for legal and audit purposes.
- This document does not replace mandatory legal registrations, if required by law.