Nomor : …………………………….,………….. 20.….

Lampiran : ……… lembar

Perihal : Pemberian Ganti Rugi Instansi / Perusahaan

|  |  |
| --- | --- |
| Kepada Yth : | **PT. SERTIFIKASI KETENAGALISTRIKAN MAHATMA (SEKEMA)****Jl. Kiara Sari Permai I No. 15 Margasari – Buahbatu - Bandung**  |

Melalui surat ini kami menyampaikan tuntutan ganti rugi perihal ........................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

Demikian kami sampaikan keluhan ini, mohon untuk ditanggapi / ditindaklanjuti

***Pimpinan Perusahaan***

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