

[ON LETTERHEAD OF ASSIGNING PARTY]

[NAME OF ASSIGNEE] Limited
[ASSIGNEE ADDRESS]

[DATE]

Dear Sirs

ASSIGNMENT

We refer to the
[NAME OF OTHER PARTY]
(the **Contract**)

1. In consideration of the sum of [AMOUNT] (the **Sum**), I hereby acknowledge and assign to you all my rights, interests and claims in and to the [NAME OF OTHER PARTY] (the **Contract**).
2. The Assignor hereby assigns to the Assignee all his rights, interests and claims in and to the [NAME OF OTHER PARTY] (the **Contract**) from the date of the assignment.
3. The Assignor shall be responsible for all costs and expenses incurred by the Assignor in connection with the assignment of the [NAME OF OTHER PARTY] (the **Contract**) and shall be liable for all damages, losses and expenses incurred by the Assignee in connection with the performance of the [NAME OF OTHER PARTY] (the **Contract**) from the date of the assignment.
4. The Assignor shall be responsible for all costs and expenses incurred by the Assignor in connection with the assignment of the [NAME OF OTHER PARTY] (the **Contract**) and shall be liable for all damages, losses and expenses incurred by the Assignee in connection with the performance of the [NAME OF OTHER PARTY] (the **Contract**) from the date of the assignment.
5. This letter of assignment shall be governed by the law of England and Wales.

Please sign, date and return this letter and the enclosed copy of the [NAME OF OTHER PARTY] (the **Contract**) to the Assignee at the address above.

Yours faithfully

Director
For and on behalf of [NAME OF ASSIGNING PARTY]

The Assignee acknowledges receipt of this letter and the enclosed copy of the [NAME OF OTHER PARTY] (the **Contract**) on [DATE].

Director
For and on behalf of [NAME OF ASSIGNEE] Limited

Date:

APPENDIX TO CONTRACT ASSIGNMENT
[ON LETTERHEAD OF ASSIGNING PARTY]

[NAME OF OTHER PARTY] Limited
[OTHER PARTY ADDRESS]

[DATE]

Dear Sirs

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Please sign, dat
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Yours faithfully

Director
For and on beh



We agree to the

Director
For and on behalf of [NAME OF OTHER PARTY] Limited

Date: