Seller's Letter

SELLER's SAMPLE 5-DAY NOTICE

- Replace **bolded** text with the details of your case. If a section does not apply to your activities, indicate that it is "Not Applicable."
- ***Bolded Italicized*** text provides additional instructions.

Use Letterhead:

DATE
2222 22nd Ave SW
Tulsa, Ohio 99999

Ms. Lisa Aguirre, Director
Office of Defense Trade Controls Compliance
Directorate of Defense Trade Controls
Attn: Compliance & Registration Division
U.S. Department of State
2401 E Street NW, SA-1, Room H1200
Washington, DC 20037

Subject: Notification of Sale of **ABC, Inc. (Maaaaa *and/or* K-bbbb) *to* XYZ Aero LLC *(Buyer's registration code(s) not required here.)***

Dear Ms. Aguirre:

ABC, Inc. ("**ABC**") submits the following notice regarding its sale to **XYZ Aero LLC**.

Seller's Letter

1. Transaction & Effective Dates: The acquisition was **finalized/executed/etc.** on **December 31, 2012** through an **asset purchase/stock purchase/merger/etc.**

2. Surviving Registration Code: The surviving registration code is to be **XYZ**'s ***(No registration code required.)***

3. Point of Contact regarding this notice:
   Mr. Arcite Bea Captain
   Chief Financial Officer
   ABC Inc.
   Tel: 222-222-2222
   Email: abcaptain@abcinc.com

On behalf of **ABC Inc.**, I hereby certify that I am an authorized officer of **ABC Inc.** Furthermore, I state that under penalty according to federal law (22 CFR 127.2; 22 USC 2278; 18 USC 1001), I warrant the truth of all of the statements made herein.

Very truly yours,

Mr. A. B. Captain
Chief Financial Officer
(Or other officer listed in Block 7 of ABC's last DS-2032, as amended prior to this notice.)

Attachment A - Ownership Chart – Before Acquisition