Letter of Transmittal Example

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| August 25, 2013  Kazi Atif Anwar Associate Professor Department of business studies State University of Bangladesh  **Subject: Letter of Transmittal**  Dear Sir,  With due respect we, the undersigned students of BBA 13th (B) batch have reported on “National Budget of Bangladesh” under the course: Business Law.  Though we are in learning curve, this report has enabled us to gain insight into the core fact of National Budget. So it becomes as an extremely challenging and interesting experience. Thank you for your supportive consideration for formulating an idea. Without your Inspiring this report would have been an incomplete one.  Lastly I would be thankful once again if you please give your judicious advice on effort.  Yours’ sincerely,  Abu Musa Md. Al Hamid ID No-UG 01-13-06-064  Md.Jafar Iqbal ID No-UG 01-13-06-002 Department of  Business Studies |