**BADAN URUSAN ADMINISTRASI**

**MAHKAMAH AGUNG RI**

JL. MEDAN MERDEKA UTARA NO. 9 - 13 TELP. 3843348, 3810361, 3457661

TORMOL POS NO. 1020 – JAKARTA 10110



|  |  |  |
| --- | --- | --- |
| Nomor | : ${nomor\_surat} | 10 ${tanggal\_surat} |
| Lampiran | : ${lampiran} |  |
| Hal | : ${perihal} |  |

Yth. ${kepada}

${alamat}

${isi\_surat}

|  |  |
| --- | --- |
|  | ${jabatan\_penandatangan},  ${nama\_pejabat\_penandatangan} |

Tembusan:

${tembusan}

Lampiran Surat Undangan

${jabatan\_penandatangan}

Nomor : ${nomor\_surat}

Tanggal : ${tanggal\_surat}

DAFTAR ……