$name$ $surname$

$street$

$city$ $cap$

$day$

bila mawaa

eabr flwrnsa , 17

123

eaziziun $to$

mahkamat biaramata almahaliyat , raqm alqadiat 2011/000012

almarjie alkhasu bik: BAL12345

'ushir 'iilaa risalatikum almuarakhat 10 tishrin al'awal (akatawbar) 2011.

'ankar 'anani madyan lieamilik bi'ayi 'amwal ealaa al'iitlaqi. laqad astajart eamiluk lilqiam bi'aemal albistinat fi makan al'iiqamat alkhasi bi , lkn eamyalak fashal fi alqiam bi'ayi min al'aemal almutafaq ealayha , wafi alwaqe lm yaqum bi'ay eamal fi aleaqar alkhasi bi ealaa al'iitlaq.

natijat ldhlk , aidtararat 'iilaa tawzif bustani akhar lilqiam bialeamal aldhy wafaq ealayh eamyluk fi al'asl. 'arfaq 'iysalana bieamal albistanat aldhy qam bih albusatani alakhira.

'atlub min eamialik taqdim 'iishear biwaqf aleamal wa'an ytma 'iirsal nuskhat min 'iishear altawaquf almakhtawm 'ily fi ghdwn 7 'ayam min tarikh hadhih alrasalati.

almukhalas lika,

$name$ $surname$