

Jan 24, 2022

**TRAVELLERS INTERNATIONAL HOTEL GROUP INC.**

Lessor

Address

Dear **Mr./Ms./Mrs. Surname**,

We are writing on behalf of Globe Telecom, Inc. (Globe) in connection with the existing Contract of Lease of their telecommunications facility located at which will expire on **Jun 30, 2013**. Please be informed that Globe would like to signify its intent to renew the said Contract of Lease for four (4) years or from **Jan 25, 2022 to Jan 24, 2026**. In line with this, we would like to request for the submission of the following documents which are necessary in the processing of the contract renewal:

- Newly issued Certified True Copy of the Transfer Certificate of Title
- Newly issued Certified True Copy of the Updated Tax Declaration for the land and building
- Government issued ID of the contract signatory
- Updated/latest Special Power of Attorney for the authorized Attorney-in-Fact

However, in case you have other plans for your property and will not consider renewing the contract anymore, we would like to request that Globe be given sufficient time to relocate their telecommunications facilities. Being a public utility company, Globe services are always imbued with public interest wherein it needs to provide seamless coverage as mandated by the National Telecommunications Commission. Thus, they would need at least **24 months** upon receipt of your formal notification to facilitate the following activities:

- Site acquisition for the replacement site
- Civil and Telecom Works
- Pull out and dismantling of existing installations
- Restoration of leased premises

For further coordination, please get in touch with the undersigned at 09275141234, or at email address renewal-test-account@awesam.ph.

Thank you.

Very truly yours,

**Awe Sam**  
Contract Admin