Date: [Insert Date]

To: [Insert Name of Transfer Agent]
Address: [Insert Transfer Agent Address]
Attn: [Insert Department or Contact Name]

Re: Irrevocable Instruction Letter - Transfer of Shares

Dear Sir/Madam,

This letter serves as a formal instruction to transfer the following securities currently held in the name of [Insert Name of Current Shareholder].

Security Description:

- **Issuer Name:** [Insert Company Name]
- **Class of Shares:** [e.g., Common Stock]
- **Certificate Number(s):** [Insert Numbers or "Book-Entry"]
- **Number of Shares to Transfer:** [Insert Number]

Transfer Instructions:

Please transfer the shares mentioned above to the following recipient:

- **Transferee Name:** [Insert Recipient Name]
- **Address:** [Insert Recipient Address]
- **Tax ID / SSN:** [Insert Recipient Tax ID]
- **Account Number (if applicable):** [Insert Account Number]

Delivery Method:

[Insert Method: e.g., Issue a new physical certificate / Electronic transfer via DRS / Deposit to Brokerage DTC Account #_____]

Authorization:

The undersigned represents and warrants that they have full power and authority to direct this transfer. Please find enclosed any necessary stock powers, certificates, or legal opinions required to complete this transaction.

Sincerely,

_____
[Signature of Authorized Signatory]

Name: [Insert Printed Name]
Title: [Insert Title, if applicable]

Medallion Signature Guarantee (if required):

[Place Medallion Stamp Here]