October 23, 2017

To

HR

Optimum Solution and Services Ltd.

House-459, Road-31, Mohakhali DOHS,

Dhaka-1212, Bangladesh.

Dear Sir,

I have not received my bachelor's provisional certificate yet from my university. I am requesting one month to submit my bachelor’s provisional certificate**.**

I hope for your kindness and consideration.

Respectfully yours,

Md. Akhtar Uzzaman

ID: OSSBD-0153