**CONSENT LETTER FORMAT to be obtained from Institute Head**

< Institute letterhead >

Date: xx/Month/2024

To

The Convener,

HackSpire’2024

FIEM ACM Student Chapter

Future Institute of Engineering and Management (A Unit of Techno India Group)

Sonarpur, Kolkata

## **Subject: HackSpire’2024-Nomination**

**Dear Sir,**

I am pleased to nominate the below members in the said team from our Institute to participate in HackSpire’2024 organised by FIEM ACM Student Chapter, Future Institute of Engineering and Management(A Unit of Techno India Group). If the team is selected for the Grand Finale round, they will be allowed to participate physically in the event.

**Team : < Team Name >**

**Team Details**

| **Name** | **Age** | **Gender** | **Mobile** | **Email ID** |
| --- | --- | --- | --- | --- |
| <Mentor> |  |  |  |  |
| <Student Member 1> |  |  |  |  |
| <Student Member 2> |  |  |  |  |
| <Student Member 3> |  |  |  |  |
| <Student Member 4> |  |  |  |  |
| <Student Member 5> |  |  |  |  |
| <Student Member 6> |  |  |  |  |

Sincerely yours,

**(Name and Signature – Head of The Institute)**

**Office Seal/Stamp**