

# Official Room Reservation Approval Letter

Casal Campus — Collaboration Room 2-C

**APPROVAL CODE: None**

**Date:** November 7, 2025

**To:** Collaboration Room 2-C

**Reservation Date:** November 1, 2025

Good day!

I **Yabut, Christian Jiro** would like to request a reservation for **Collaboration Room 2-C** on **november 1, 2025** from **1:36 PM** to **1:36 AM**. The purpose of using the room is for **dawead**.

Here are the details of my request:

- **Requester Name:** Christian Jiro Yabut
- **Department:** Computer Engineer
- **Room Requested:** Collaboration Room 2-C
- **Date & Time:** November 1, 2025, 1:36 p.m. – 1:36 a.m.
- **Purpose:** dawead

I kindly request your approval for this reservation. Please let me know if there are any additional requirements or documents needed.

Thank you for your time and consideration.

Sincerely,

**Christian Jiro Yabut**

**2310069**

**mcjyabut@tip.edu.ph**