

Official Room Reservation Letter

Casal Campus — PE Center

Date: November 2, 2025

To: PE Center

Reservation Date: November 4, 2025

Good day!

I **Yabut, Christian Jiro** would like to request a reservation for **PE Center** on **november 4, 2025** from **10:30 AM** to **1:39 PM**. The purpose of using the room is for **basketball**.

Here are the details of my request:

- **Requester Name:** Christian Jiro Yabut
- **Department:** Computer Engineer
- **Room Requested:** PE Center
- **Date & Time:** November 4, 2025, 10:30 a.m. – 1:39 p.m.
- **Purpose:** basketball

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

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