

Arlegui Campus

OFFICIAL ROOM RESERVATION APPROVAL LETTER

APPROVAL CODE: APPRNI5Q

Date Issued: November 5, 2025

Reference Number: 29

TO WHOM IT MAY CONCERN:

This is to certify that the following reservation has been **APPROVED** by the administration:

RESERVATION DETAILS

Student Name:

Student Number:

Department:

Email:

Room: Collaboration Room 2-A (Arlegui Campus)

Date: Friday, November 7, 2025

Time: 1:39 PM to 1:39 AM

Purpose: WEADWD

Room Capacity: 10 persons

This approval letter serves as official authorization for the use of the aforementioned facility. The student is expected to:

- Present this approval letter upon arrival
- Adhere to all facility rules and regulations
- Ensure the room is left in good condition
- Comply with time restrictions

This reservation is valid only for the specified date and time. Any changes must be approved by the administration.

For any questions or concerns, please contact the administration office.

Approved by:

Room Reservation Administrator

Arlegui Campus

Date: November 5, 2025

This is an official document. Please keep this letter for your records.

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