

# Official Room Reservation Approval Letter

Arlegui Campus — Collaboration Room 2-A

**APPROVAL CODE: None**

**Date:** November 6, 2025

**To:** Collaboration Room 2-A

**Reservation Date:** November 7, 2025

Good day!

I **Yabut, Christian Jiro** would like to request a reservation for **Collaboration Room 2-A** on **november 7, 2025** from **1:12 PM** to **4:14 PM**. The purpose of using the room is for **aaral**.

Here are the details of my request:

- **Requester Name:** Christian Jiro Yabut
- **Department:** Computer Engineer
- **Room Requested:** Collaboration Room 2-A
- **Date & Time:** November 7, 2025, 1:12 p.m. – 4:14 p.m.
- **Purpose:** aaral

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**