# <u>Request application for permission to utilize the classrooms</u>

To,

The HOD

IT Department,

BVM Engineering College

Respected Sir,

The BVM Training and Placement Cell requests permission to use the below mentioned **B-Block** classrooms for conducting placement drive for the students of our college. The details of the drive are mentioned as below.

| 1 | Application Name | Training & Placement Cell |
|---|---|---|
| 2 | Contact Number | 9978997088 (Prof. Mehul Patel) |
| 3 | Programme Details | **Matrix Comsec Placement Drive** |
| 4 | Permission for utilization of | Classrooms |

| Date & Day | Time | Approx. Students | Number of rooms | Expected rooms |
|---|---|---|---|---|
| **4th August 2022 Thursday** | **9:45 am onwards** | **115** | **3** | **B404, B405, B302** |

No. of peons required: 1

We assure you that discipline will be maintained.

Thanking You

Prof. Mehul Patel

T&P Officer