Competition Presentation to company 🔖 Official (Open)

Kenneth TAN (SP)

To: SOH HONG YU; CHONG ZHI SHENG; LEE WEI JIE THADDEUS; KALEB NIM

Mon 31/7/2023 12:36 PM

Official (Open)

To whom is may concern,

I am writing to request a Leave of Absence for the team members who achieved outstanding success in the PolyFinTech 100 API Hackathon 2023, under my mentorship on Saturday, 29 July 2023. The team has been invited to present their winning project at our company's premises on Tuesday, 1st August 2023, at SGX Centre II, Shenton Way, 4, 068807. The presentation is scheduled to begin at 1 pm. Therefore, I am specifically requesting an afternoon Leave of Absence for the mentioned date.

The esteemed team members who contributed to this achievement are as follows:

1. Kaleb Nim P2100829
2. Soh Hong Yu P2100775
3. Chong Zhi Sheng P2211545
4. Lee Wei Jie Thaddeus P223937

As their mentor, I strongly believe that this presentation is an excellent opportunity for them to showcase their talents and highlight the exceptional capabilities they displayed during the hackathon. Moreover, their contribution to the competition has brought significant recognition to our company and its commitment to innovation in the fintech industry.

Thus, I kindly request that you grant them an Afternoon Leave of Absence on Tuesday, 1st August 2023, starting from 12:00 pm to enable their attendance at the presentation. I am confident that their insights and expertise will be of great value to the company and can inspire other employees to pursue excellence in their respective roles.

Thank you for considering this request. If you require any additional information or have any questions, please feel free to reach out to me.

With regards,
Kenneth Tan

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