

Mahesh Kunchapkar
FYIT-43

To: kunchapkar123@gmail.com

Subject: Requisition for leave

Respected Madam
Good afternoon

I am Mahesh Kunchapkar, studying in our college in FYBSC IT course roll no 43.

I need a leave on 31 Jan 2022 due to an urgent family issue. I assure you that I'll cover the syllabus which I'll be missing on that day.

I hope you will give a positive response on it.

Thank you,
yours Sincerely
Mahesh Kunchapkar

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Send button and additional icons for text color, link, image, and trash.