FELIX OTIENO AROGO,

REG NO.: F17/81924/2017,

EMAIL ADDRESS: [arogofelix@students.uonbi.ac.ke](mailto:arogofelix@students.uonbi.ac.ke),

PHONE NUMBER: 0714159870.

29/6/2021.

CHIEF HALLS OFFICER,

STUDENTS WELFARE AUTHORITY,

UNIVERSITY OF NAIROBI,

P.O. BOX 30334-00100,

NAIROBI.

Dear sir/madam

**RE: REQUEST FOR THE EXTENSION OF MY PERIOD OF STAY WITHIN THE UNIVERSITY HALLS OF RESIDENCE.**

Due to the requirement by our department, the Department of Electrical and Information engineering, that all 4th year students go for industrial attachment during this holiday I have found myself going to need the room that I was allocated for a little longer than had initially been intended. My attachment will go on for a period of two months therefore I would like to request an extension of my accommodation period for that time. Attached is the recommendation letter from the department as proof for my attachment.

I am currently allocated at room 68 Mamlaka A(Hall 16) and would need the room until early September.

Yours sincerely,

Felix Otieno.

F17/81924/2017.