21.02.2019

From

D.Jothi

Assistant Professor

Department of Electronics and Communication

RMK Engineering College

Kavaraipettai.

To Through

Vice Chairman Principal

RMK Engineering College RMK Engineering College

Kavaraipettai Kavaraipettai

Respected Sir,

SUB: Smart India Hackathon Contest – Travel Expense Request – Reg,

As our team has been shortlisted to participate in the finals of SMART INDIA HACKATHON-2019 and would be participating in the above event scheduled to be held at Calicut during March 2nd and 3rd 2019. We request you to provide financial support for participating in the event. Proposed expenses myself and the Industrial mentor are listed below, if we can get the amount in advance it would be helpful for us, kindly do the needful.

|  |  |  |
| --- | --- | --- |
| **Description** | **Faculty Mentor** | **Industrial Mentor** |
| Fare – Chennai to Calicut &Calicut to Chennai | Rs.2091 | Rs.2091 |
| Local conveyance – Railway station to NIT Calicut(21 KM) | Rs.1500 | Rs.1500 |
| T-Shirts | Rs.400 | Rs.400 |
| DA – 5 Days | Rs.3000 |  |
| Total | Rs.6,991 | Rs.3,991 |
| Grand Total | Rs.10,982 | |

Thanking You

Yours Faithfully

D. Jothi