<letter Head>

Date: DD/November/2024

**Sub: VES Technothon 2025 by V.E.S. Polytechnic – Finalist Authorization**

I am pleased to authorize the below team from our college to participate in VES Technothon 2025 Grand Finale organized by V.E.S. Polytechnic, Chembur on 01st and 02nd March, 2025.

All our students shall ensure to maintain the decorum of the event, and follow the guidelines stated by the organizing committee.

**Team Name: <TeamName>**

|  | **Name** | **Gender (M/F)** | **Email id** | **Mobile no.** |
| --- | --- | --- | --- | --- |
| Team Leader |  |  |  |  |
| Team Member 1 |  |  |  |  |
| Team Member 2 |  |  |  |  |
| Team Member 3 |  |  |  |  |
| Mentor |  |  |  |  |

In any emergency situation with respect to participant, you can reach out to below mentioned point of contact:

| **Name of Faculty** | **Contact Number** | **Alternative Number** | **Designation** |
| --- | --- | --- | --- |
|  |  |  |  |

Sincerely,

<Signature>

**<Name of Principal>**

Principal, <Name of College>