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Date: November 29, 2024

CHMSU-A Administration
Brgy. Alijis
Bacolod City

Subject: Letter of Intent to Book a Kiosk

Dear CHMSU-A Administration,

I am writing to formally express my intent to book a kiosk through the CHMSU-A mAPP for the purpose of showcasing and promoting my handmade accessories and crafts to students and attendees of the upcoming CHMSU Holiday Bazaar. This event provides an excellent platform to interact with the community and offer unique, locally made items for purchase.

Details of the Kiosk Booking Request:

Event Name: CHMSU Holiday Bazaar

Kiosk : Kiosk 1

Purpose: The kiosk will be used to display and sell handmade accessories and crafts, engage with event attendees, and provide a creative touch to the holiday atmosphere. My goal is to promote local craftsmanship while contributing to the vibrancy of the bazaar.

I am committed to adhering to all the terms and conditions set forth for kiosk usage during the event. Enclosed with this letter, I have attached the necessary documents to support this application, including my business registration and contact information.

I kindly request your favorable consideration of this booking application. Should you require additional details or documents, please do not hesitate to contact me at juandelacruz@email.com or +63 912 345 6789.

Thank you for this opportunity to be a part of the CHMSU Holiday Bazaar. I look forward to your positive response.

Sincerely,
Juan Dela Cruz
Owner, JD Crafts and Accessories