

S.R.U. Dissanayake,
Project Coordinator,
Organizing Committee,
Thai Pongal 2025,
University of Ruhuna.

06/01/2025

The Dean
Faculty of Humanities & Social Sciences
University of Ruhuna

Request for Approval of the Organizing Committee for Thai Pongal 2025.

Dear Sir,

I hope this message finds you well. I am writing on behalf of the Thai Pongal 2025 organizing committee to seek your kind approval for the formation of the committee tasked with organizing this year's celebrations.

Thai Pongal is a significant cultural festival that fosters unity and celebrates diversity within our university community. This year, the organizing committee has been carefully structured to include representatives from all faculties, ensuring inclusivity and collaboration across disciplines.

The proposed committee will oversee the planning, coordination, and successful execution of the event, which aims to strengthen inter-faculty relationships and provide students with an enriching cultural experience.

Enclosed with this letter, I have attached: A detailed proposal outlining the objectives and budget.

I kindly request your formal approval to recognize the organizing committee for Thai Pongal 2025. Your support will greatly contribute to the success of this initiative, which aligns with the university's mission to promote cultural harmony and student engagement.

Thank you for considering this request. Please let me know if you require further information or a meeting to discuss this matter in detail.

Yours sincerely,

S.R.U. Dissanayake,
Project Coordinator,
Organizing Committee,
Thai Pongal 2025,
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