**[ABDULMANAN]**  
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[7-nov-2024]

**To**  
Sheheriyar Sir  
[Supervisor's Designation]  
Aylvah Software House

**Subject:** Application for Leave

Dear Sheheriyar Sir,

I am writing to respectfully request leave tomorrow due to a scheduled quiz at my university, which will take place from 2:30 PM to 4:00 PM. This quiz is essential for my academic progress, and I am required to be present during that time.

In preparation, I have prioritized completing my tasks ahead of schedule and will ensure that my responsibilities are up to date before my absence. I will also be accessible by email or phone should any urgent matters arise.

I apologize for any inconvenience my leave may cause and thank you for your understanding and support.

Best regards,  
Abdulmanan  
Mobile Developer  
Aylvah Software House