**Students Organization of the College of Computer Studies - Creatives**

March 16, 2022

**REYNALEN C. JUSTO, MM-ITM, LPT**

Associate Dean, College of Computer Studies

LSPU Main Campus

Dear Ma’am:

Happiest Greetings!

This letter is to inform you that, the SOCCS Creatives will be producing a “Duty I.D. “. This I.D. will be done for the use of SOCCS Officers and Creatives in their office duties as well as in their upcoming, and future events. Thus, we would like to request permission from your good office to conduct the said project.

With this, we are humbly requesting your consideration and understanding.

Thank you and God Bless!

Sincerely,

**GILELA ANNE M. GALZOTE**

Head/Secretary, SOCCS Creatives

**JAREEN PIA B. ANDRES**

President, SOCCS

Noted by:

**GERALD M. VILLARAN MARIA LAUREEN B. MIRANDA**

Adviser, SOCCS Adviser, SOCCS

Approved/Disapproved by:

**REYNALEN C. JUSTO MM-ITM**

Assoc. Dean, College of Computer Studies