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Attn: Director of Finance and Administration
Arusha International Conference Centre
P.O.Box
Arusha

Date: 29th March 2019

Dear Sir,

RE: REQUEST FOR LUNCH ALLOWANCE FOR WRITING SQL QUERIES

We got a request from internal auditor's office to write SQL query for auditing purposes, we therefore request lunch allowance for 7 days(20-26/March/2019) including weekends. We request the total amount of tsh. 105,000/= (15,000 per day).

Thank you for your time and consideration.

Best regards,
Israel Pascal

Ostech IT Engineering Limited

