**LETTER OF REQUEST**

**March 13, 2025**

**TO: ENGR. ANGELITO F. RONDEZ**

Senior Supervisor, *Facilities Management Office*

*NU MOA*

**THRU: AR. SERGE T. CHUA JR.**

Dean, *School of Architecture*

*NU MOA*

***Greetings of Nationalian Spirit!***

This is to formally inform you that we, the NU MOA Student Government for A.Y. 2024-2025 and the university administration are currently organizing the annual **NU MOA Intramurals 2025.** Having this event coordinated with the Physical Education Department, we will be also facilitating an **On-Campus Tryouts** for the **E-Sports** we will be having this year.

Hence, this is also coordinated with the NU Hydroid Olympians and with all the College Departments namely: **School of Information Technology, School of Accountancy and Management, School of Arts and Sciences, College of Dentistry, School of Optometry, School of Architecture, and School of Allied Health**. We understand that the lab is primarily for academic use. However, we believe that our event can be conducted in a manner that respects the lab's policies. We will ensure that all participants adhere to the rules regarding equipment use, noise levels, and conduct.

With this in mind, we would like to humbly request that you allow us to use the **Architecture Computer Laboratory** for us to be able to have a specific venue wherein the players that will be having the E-Sports Tryouts will experience convenience during the whole duration of the request. We commit to maintaining the lab's equipment and facilities in good condition. We will supervise participants to ensure compliance with lab rules and report any issues promptly.

This request is in consideration of our convenience together with the Physical Education Department and the NU Hydroid Olympians. Thus, we believe that by approving our request, the inconvenience on our part will lessen as the faculties, athletes, and student leaders who dedicate themselves to working for the upcoming event of our campus and student community. As coordinators committed to organizing and preparing for upcoming campus events, having access to these facilities and resources will greatly support our efforts in serving the student community efficiently.

We are sincerely hoping for you kind consideration regarding our request as we look forward to receiving your positive response soon.

Thank you and may you continue to be a bless of greater service!

*In* ***Gold*** *and* ***Blue****,*

***Letter Prepared By:***

**MR. PAUL HARVEY N. BAUTISTA**

Project Head, *College of Nursing Representative*

*NU MOA Student Government*

***Noted By:***

**MS. KRISTINE JOY B. AGUSTIN MS. KISHA MICAELA B. HEMBRA**

Project Head, *Doctor of Optometry Representative* Project Head, *Chief Auditor*

*NU MOA Student Government NU MOA Student Government*

**MR. ALDRON REI C. MEDRANO**

President

*NU MOA Student Government*

***Recommending Approval By:***

**MR. MARK ANTHONY H. TAMPOL MR. JENUELLE S. DELOS SANTOS**

Faculty, *Physical Education Department* Head Coordinator, *Physical Education Department*

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**MS. NERESA N. NAVARRO**

Adviser, *NU MOA Student Government*

Coordinator, *SDAO*

***Approved By:***

**AR. SERGE T. CHUA JR.**

Dean, *School of Architecture*

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**ENGR. ANGELITO F. RONDEZ**

Senior Supervisor, *Facilities Management Office*

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