



# Open Source Programming Committee

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The Principal  
Bakliwal Foundation College of Arts, Commerce & Science  
Navi-Mumbai, Maharashtra 400709

Subject: Request for Permission to Use the Auditorium for Open Source Programming Committee Meeting

Dear Sir,

I hope this letter finds you well. I am writing to request your kind permission to use the college auditorium for the upcoming meeting of the Open Source Programming Committee. This meeting will involve all committee members and is scheduled to be held on 20<sup>th</sup> August, 2024 from 11:00 AM to 1:00 PM.

The purpose of this meeting is to discuss and plan upcoming projects, review our progress, and engage in collaborative discussions to further our objectives for the academic year. Given the importance and scope of the topics to be covered, we believe that the auditorium will provide the appropriate space and facilities to accommodate all attendees and ensure a productive session.

We assure you that all necessary precautions and protocols will be followed to maintain the auditorium in good condition, and we will adhere to any guidelines provided by the administration regarding the use of the venue.

Thank you for your time and attention. I look forward to your positive response.

Yours sincerely,  
Anil Karaniya

Bakliwal Foundation  
College of Arts, Commerce & Science, Vashi  
Open Source Programming Committee (OSPC)

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