

**EDO STATE UNIVERSITY UZAIRUE**

**EDO STATE NIGERIA**

**MEMO**

**The Director,** **Date:**17th Aug, 2022.

ICT Unit

Edo State University, Uzairue.

**Through**

Officer-in-Charge

ICT Unit

Edo State University, Uzairue

Sir,

**APPLICATION FOR ANNUAL LEAVE**

In sequel to the memo released by the Officer in Charge of ICT date on the 3rd Aug. 2022, I wish to proceed with my three weeks leave with effect from 12th, Sept. 2022 and to resume on Monday 3rd Oct, 2022.

Thanks.

Your faithfully,

Aigboje Abubakar

Cc:

Registrar