

## **Leave Request Letter**

Date: 02-04-2025

To,  
The Warden,  
SDMCET Hostel,  
Dharwad, Karnataka.

### **Subject: Request for Leave**

Respected Sir/Madam,

I am a student residing in Room 409 of the SDMCET Hostel. My Student ID is 409. I kindly request leave from 2025-04-08 to 2025-04-18 due to the following reason: home. I assure you that I will abide by all hostel regulations and return on the mentioned date. I sincerely request you to consider my leave application and grant me permission.

Thank you for your time and consideration.

Sincerely,  
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