

Leave Request Letter

Date: 01-04-2025

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

Subject: Request for Leave

Respected Sir/Madam,

I am a student residing in Room 202 of the SDMCET Hostel. My Student ID is 409. I kindly request leave from {start_date} to {end_date} due to the following reason: dog. 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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