To,

The Staff Officer-II,

Regional Tax Office-II,

Karachi.

Subject: Request For Four Days Casual Leave

With due respect I, Wajeeha Fatima posted in your office as supervisor, wants to state that I am unable to attend the office from 01-07-2025 to 04-07-2025 due to some domestic reasons.

Kindly accept my four days leave. I'll be thankful to you.

Your sincerely

Wajeeha Fatima (Supervisor)