

February 24, 2025

Office of Assessor
Municipal of Rizal
Brgy. Paule 2, Rizal, Laguna

Dear Sir/Ma'am,

Greetings!

We, the undersigned, are third-year students enrolled in the **Bachelor of Science in Information Technology** program, majoring in **Web and Mobile Application Development** at **Laguna State Polytechnic University – San Pablo City Campus**. As part of our **Capstone Project**, we propose the development of an **advanced and technology-driven system for the Office of the Assessor** to improve administrative processes and operational efficiency.

This system will introduce **enhanced functionalities not commonly found in existing solutions**, offering a more efficient, adaptable, and user-friendly platform designed to meet the specific requirements of your office. In line with this, we respectfully seek your **approval and support** for the project, including access to essential resources, particularly **relevant data necessary for system development**. We assure you that all information provided will be handled with **strict confidentiality** and will solely be used for this academic project, adhering to the provisions of the **Data Privacy Act of 2012 (RA 10173)**.

We truly appreciate your time and consideration and look forward to your positive response. Thank you very much.

Respectfully yours,

VINCE ALLEN D. CRISTAL

Student/Developer

RICK JOHN P. ALBAÑO

Student/Developer

EUGENE PAUL S. MARQUEZ

Student/Developer

Acknowledged by:

Name/Signature of the Office Head/Client