

To  
S. Surya Kumar sir,  
Associate Professor,  
Department of Mechanical and Aerospace Engineering,  
Central Workshop faculty incharge,  
Indian Institute of Technology Hyderabad,  
Kandi, Telangana - 502285

Subject: Permission to avail central workshop facilities

Respected Sir ,

We ,the IITH Racing team requires welding, lathe machining, CNC milling, laser cutting, grinding, drilling and some electric jobs in the process of manufacturing our vehicle. We sometimes require central workshop technicians to perform some complex jobs like TIG welding and to operate a cnc milling machine according to their availability and leisure time.

We , hereby humbly request you to grant permission to avail these facilities in central workshop.

Yours sincerely,  
IITH Racing

Forwarded by,

Dr. Ashok Kumar Pandey  
Associate Professor  
Department of Mechanical and Aerospace Engineering  
Indian Institute of Technology Hyderabad  
Faculty Advisor (FA):- IITH Racing.