Google Developer Student Club (GDSC) TTU
Taita Taveta University
P.O. BOX 635-80300
Voi-Kenya

18ᵗʰ September 2024

To,
The Dean,
School of Mines & Engineering,
Taita Taveta University,

Through.
The Dean,
School of Science & Informatics
Taita Taveta University

Through,
The Chair,
Informatics & Computing Department
Taita Taveta University

Dear Sir,

RE: REQUEST TO USE THE CEMEREM ROOM AND A PROJECTOR FOR PWANI INNOVATION WEEK CAMPUS TOUR EVENT

I hope this letter finds you well. On behalf of the Google Developer Student Club (GDSC) at Taita Taveta University, I am writing to request permission to use the CEMEREM room and a projector for an upcoming event titled "Pwani Innovation Week Campus Tour." This event is being organised in collaboration with Swahilipot and Moringa to inform and inspire our students about Pwani Innovation Week.

The purpose of this event is to provide students with insights into Pwani Innovation Week, which offers them an opportunity to showcase their innovative ideas and projects. We believe the **CEMEREM room** is an ideal venue due to its capacity and available technical facilities. Therefore, we request to use this room and **a projector** to facilitate the event.

We are planning to hold the event on **27th September 2024**, from **2:00 PM to 5:00 PM EAT**. Your support in approving this request will greatly contribute to the success of this initiative and inspire student participation. We appreciate your consideration and look forward to a positive response. Please let us know if you require any further information.

Yours sincerely,
Henry Ayub

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Lead,
Google Developer Student Club
Taita Taveta University