



Republic of the Philippines  
**SULTAN KUDARAT STATE UNIVERSITY**  
Isulan Campus, Isulan Sultan Kudarat  
Province of Sultan Kudarat



MAY 30, 2024

**Michael C. Arrivas**

Subject Instructor

Dear Sir,

Greetings!

We third year Bachelor of science Industrial Technology major in Drafting Technology would likely formally acknowledge the delay of the said requirements in DT 321 Construction Estimates and Scale Modeling was due on June 11, 2024. We deeply regret not meeting the agreed deadline and understand the inconvenience this has caused.

We formally compromise the fault and delays, we promise to complete the project by August 13, 2024 and we will ensure to meet the said proposal we agreed upon.

In line with this, we respectfully request permission from your excellent office to present our proposal. We assure you that we will try our best to complete.

We are looking forward for your positive response regarding this matter.

Thank you and God bless!

Warm regards,

Jerico Tono, Joyce L. Lasprillas, K-DI Tresha R. Ladia, Nova Jeane N. Alcala, Geonize M. Recibido, Angelica Achay

3<sup>rd</sup> year BSIT – Drafting Technology

Approved;

Michael C. Arrivas

Subject Instructor

Note;

Charlie J. Maghanoy, EdD

Program Chairman, BSIT