***Universidad Tecnológica de Coahuila***

*Avenida Industria metalúrgica No. 2001*

*Parque Industrial Ramos Arizpe*

*November 24, 2014*

*Dear Director of the Language Center.*

*Through this letter I inform you that the teacher Lidia Campos Gallegos is in a delicate state. For this reason, I ask you to grant me the privilege and compromise of supplant her during her period of treatment and rehabilitation to giving classes to groups of 4th and 5th level corresponding in the morning.*

*With nothing more to say, I look forward to your authorization and support to perform this work I will gladly.*

*Best regards faithfully Teacher David Elias Gatica Morales*

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*Sign here please*