

[Enter Your Name]
[Enter Your Address]
[Enter Date Letter Writing]

Secretary
Attn: Military Liason Officer
Ministry of Defence
No 15/5 Baladaksha Mawatha,
Colombo 03,
Sri Lanka.

Dear Sir,

REQUEST PERMISSION TO VISIT PIDURUTALAGALA HILLTOP

This is to inform you that the following personnel is requesting permission to visit Pidurutalagala hilltop on [Enter Date Expecting to Visit]. Your kind approval is consolidated to enter the Pidurutalagala.

- a. Personnel attending the visit:

Full Name	NIC/Age	Gender
A.B. Nishantha Samarakoon	766789722V	Male
A.B. Amali Madushika	786397383V	Female
A.B. Hasitha Samarakoon	16 Years	Male
A.B. Nishani Samarakoon	14 Years	Female

- b. Vehicle No: [Enter Vehicle Number]
c. Email Address: [Enter Your Email Address]

Your kind cooperation in this regard is highly appreciated.

Yours Faithfully,

[Enter Your Name]