

Leave Application for Mahek Kamlesh Davda (2nd Standard – B Division)

To

The Principal
MKES English High School
Mumbai

Subject: Request for Leave from 23rd June to 3rd July

Respected Sir/Madam,

I am writing to request leave for my daughter, **Mahek Kamlesh Davda**, who is studying in the **2nd Standard, B Division**.

We have an unavoidable family function in our native city, and therefore, we will be traveling from **June 23rd to July 3rd**. During this period, Mahek will not be able to attend school.

Kindly grant her leave for the mentioned dates. We assure you that she will cover up the missed lessons and assignments upon her return.

Thank you for your understanding and support.

Sincerely,
Kamlesh Davda
9594700543