

Respected Ma'am,

I, _____, an employee of Component Fitness working as _____, hereby confirm my intention to participate in the upcoming trip sponsored by COMPONENT FITNESS scheduled to take place from _____ to _____. We are thrilled to join this exciting journey, and we want to assure that Component Fitness will cover our travelling and accommodation expenses during the trip.

However, it's important to note that while we are on our trip, we ensure our safety and comfort during the trip. Component Fitness cannot be held liable for any loss or injuries caused due to natural disasters or any other unforeseen events beyond our control.

To provide further assurance, I hereby submit my national ID, a copy of which is attached herewith.

Sincerely,

EmployeeName:

Approved By:
Shahista Ali

Mobile Number:

Emergency Contact Number:

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