Date : 16.07.2015

To

**The principal**

Sylhet Women’s Medical College

Mirboxtula, Sylhet

Sub : **Prayer for grant attendance.**

Sir

I beg most respectfully state that, I am a lecturer of department of Biochemistry of your college.

,Becouse of flooded road on 14 July I got stuck on the way to college & become late for half an hour.

May I therefore pray & hope that you would be kind enough to grant my today’s attendance & oblique thereby

Your most respectfully

**Dr.Jenifa Jahan**

Lecturer

Dept. Of Biochemistry