

To,
The Director,
Madhusudan Das Regional Academy
of Financial Management, Bhubaneswar
(Through Course Director)

SUB. : APPLICATION FOR CASUAL LEAVE ON
16.10.2024

Respected Sir,

With due respect, I wish to inform that
I require Casual leave on 16.10.2024 on
the occasion of Kumar Purnima.

Therefore, I request you to allow me
to avail Casual leave on 16.10.2024
and shall be highly obliged for your
Kind consideration.

Centurion University
of Technology &
Management, Jatani
08.10.2024

Yours' Sincerely,
Anvita Pattanayak
OFS (P), 2021
Batch.