

Shourya Sood  
MK Electronics  
Chauntra, Tehsil Jogindernagar  
District Mandi, H.P. 175032  
shouryasoodib@gmail.com  
7087733683  
24th April 2024

Dr. Abhijit N. Banubakode  
MET Institute of Computer Science  
Bhujbal Knowledge City, Reclamation  
Bandra West, Mumbai, Maharashtra 400050

Subject: Request for Couriering College Degree

Dear sir,

I hope this letter finds you in good health and spirits. I am writing to request the couriering of my college degree, which I could not collect in person due to residing far from the college.

I, Shourya Sood, bearing **college roll number 844** and having completed my MCA from MET ICS in the **batch of 2017 to 2020**, am eager to obtain my degree certificate. However, the geographical distance has posed a logistical challenge for me to collect it from the college premises physically.

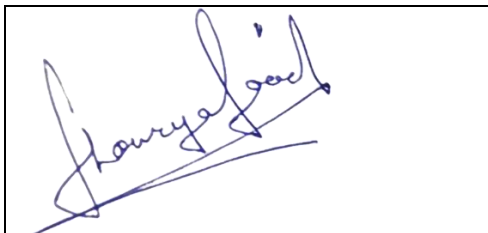
Therefore, I kindly request your assistance in facilitating the couriering of my degree certificate to the address provided below, for which I bear full responsibility:

**MK Electronics, Chauntra, Tehsil Jogindernagar, District Mandi, H.P. [175032]**

My degree certificate is crucial for my career. I kindly request your assistance in arranging its safe courier delivery. If there are any formalities, paperwork, or fees, please inform me promptly. I'm fully committed to fulfilling any requirements. I would be grateful for an update regarding the status of my request and any further instructions from your end.

Thank you for your attention to this matter. I am confident in your understanding and cooperation.

Yours sincerely,



Shourya Sood