Timothy Simwawa

2110720

2691 Mikofwa

Luanshya, Zambia

Email: timeastw@gmail.com

October 26, 2023

Zambia University College of Technology

Ndola, Zambia.

To Whom It May Concern,

I trust this letter finds its way to the relevant offices. Allow me to introduce myself. I am Timothy Simwawa with id of 2110720, a dedicated student, and my journey has recently been marked by financial challenges. Regrettably, I find myself in a vulnerable financial position, which has made it impossible for me to register for the past two semesters due to financial constraints. As a result, I am exploring alternative means to support my education.

I recognize that my request may involve multiple offices and levels of approval within the university. I wish to express the depth of my commitment and the significance of this endeavor in helping me address my financial difficulties and pave the way for the continuation of my studies.

The crux of my request lies in seeking permission to establish a car wash facility just outside the campus, precisely in the area adjacent to the complex along the Kalewa Road, near the brick wall. This car wash venture is not solely an economic opportunity but also a means to secure the financial resources necessary to settle my outstanding tuition fees and associated expenses. In essence, it is a means to regain my academic footing and contribute positively to our university community.

I am open to discussing any terms or conditions necessary to obtain the permit and ensure that the car wash operates in a manner consistent with the university's standards.

I kindly request the opportunity to engage with the relevant offices and departments to discuss this proposal in greater detail. Your guidance and approval are paramount to the success of this project, and I am resolute in my commitment to collaborate closely with the university administration to ensure its achievement.

Thank you for considering my request. I appreciate your time and attention to this matter and anticipate a positive response.

Sincerely,

Timothy Simwawa, Student ID: 2110720, Contact Number: 0964343103