Subject: Leave Application

Dear Sir/Madam

Please accept this letter as formal request for a leave of absence.

My leave is under medical/personal grounds and the details of the same are furnished below:

Reason for taking Leave:Health issue

Name:Sreya Manoharan PK

Batch:BCK80

Leave Period: 10/03/2023

Contact No:8137093584

Please grant me the leave and I will put in extra efforts to patch up the pending works.

Thank you in advance for your consideration.

Yours truly,

Sreya Manoharan PK

NB: Send your leave mail to [adviser@brototype.in](mailto:adviser@brototype.in)