E. Sumanth

511254

Junior Engineer

Date:13-01-18

AGM OPERATIONS

NAMASTE TELANGANA

KRISHNA PURAM BANJARAHILLS

HYDERABAD

Subject: Requesting for leave from 23-01-18 to 02-02-18.

Sir,

I am E . Sumanth , JE, Namaste Telangana. I’m going to attend my P.G exams from 23-01-18 to 02-02-18 in Princeton College Hyderabad. It is so mandatory for me to attend. Please grant me leave from 23-01-18 to 02-02-18.

Thanking You.

Sincerely,

E. Sumanth.