

N.R.A.M. POLYTECHNIC (AIDED), NITTE - 574 110

Date: 04.07.2018

To:

The Vice Principal,
Dean (Academic),
NMAMIT,
NITTE - 574 110

Respected Sir,

Sub: Requisition for providing "Sambram" Auditorium
And "Sadananda" Open Air Auditorium.

Our institution is planned to organize the "Orientation Programme and Fresher's Welcome" for the newly admitted First Year Diploma students for the Academic Year 2018-19 on 11.07.2018, Wednesday at "Sadananda" Open Air Auditorium from 9.00 am to 1.00 pm and formal function at "Sambram" Auditorium from 1.00 pm to 5.00 pm. So, I kindly request you to provide the "Sambram" Auditorium and "Sadananda" Open Air Auditorium for organizing this programme.

Hoping you do favourably,

Thanking you Sir,

Yours sincerely

K.P.S.
4/7/18
~~PRINCIPAL~~
NMAM Polytechnic (Aided)
NITTE - 574 110