**N.M.A.M. INSTITUTE OF TECHNOLOGY, NITTE**

(An Autonomous Institution affiliated to VTU, Belgaum)

Nitte – 574110, Karkala, Udupi District, Karnataka, India

**DEPARTMENT OF COMPUTER APPLICATIONS**

 From, Date: 22-10-2018

 Puneeth B.R

 Sports Coordinator

 MCA Department, NMAM.I.T., Nitte

 To,

 The Principal

NMAM.I.T., Nitte

Through,

 The HOD

 MCA Department

 NMAM.I.T., Nitte

Respected Sir,

 **Subject:** Permission for Sports Day.

The Department of MCA is conducting Sports Day on 27-10-2018 . I request you to provide the permission for Sports ground, Sadananda Auditorium and to use required Sports equipments.

**Sports equipments**:

1.Chess board & coins

2. Carrom board & coins

3.Volleyball

4.BAT & Wickets

5.Football

6.Throw ball

7.Badminton equipments

 Thanking you

 Yours sincerely

 (Puneeh B.R)