

Date.....11/11/2020

HEAD OF DEPARTMENT
OF SCHOOL OF COMPUTER SCIENCE
DAVV INDORE

SUB..... APPLICATION FOR THE CL/RH LEAVE

Sir,

I STAND IN NEED OF..... DAYS CASUAL/ R.H/ LEAVE

FROM ON..... TO

KINDLY GRANT ME LEAVE FOR THE SAME PERIOD

.....

SIGNATURE

HEAD

.....

SIGNATURE

(NAME.....)

(DESIGNATION.....)