

H.W

30.11.21

TUE



Write an e-mail to your teacher.

From: moushikachoudhury 03 @ gmail . com

To: sharmistamohapatra 07 @ gmail . com

Date: 30-11-21

Sub: Request for 5 days leave

Respected Ma'am,

With due respect, I Moushika Choudhury of class-5, sec-c, would like to inform you that I have to go to my native place for 5 days from 6<sup>th</sup> December 2021 to 10<sup>th</sup> December 2021 for a family get together.

I, therefore, request you to kindly grant me 5 days leave for the period as mentioned above.

Thanking you

Yours Sincerely

Moushika Choudhury.