

Write an application to your principal requesting him to arrange extra class for Maths.

To  
The principal  
ODM Public School  
Patia

Subject : Arrangement of extra class

Sir,

With due respect and humble submission, I Sonakshi Pattnayak a student of class VI of your school beg to state that our maths syllabus is not completed yet. Therefore we need some extra classes for completing our syllabus.

I request you to kindly give us permission to do so. I will be grateful to you ever.

Thanking you.

Yours faithfully,

Sonakshi Pattnayak

Class - VI B

Roll no: 40