



February 14, 2022

MARIA ROBERTA S. MIRAFLOR

Office of the Head for Records & Archives

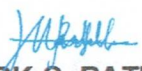
Visayas State University

Visca, Baybay City, Leyte

Dear Ms. Miraflor,

I would like to request for a copy of my service records for NBC 8th cycle processing purpose. Attached are the authorization letter and photocopy of my ID.

Very truly yours,


MARK C. RATILLA
Faculty