



13 April 2024

**DR ELWIN JAY V YU**  
Head, USHER  
Visayas State University

Greetings, Sir!

The Visayas State University- Reserve Officers' Training Corps (ROTC) Unit, Visca, Baybay City, Leyte will be conducting its **Presentation of Sponsor and Escort on Friday, 03 May 2024** with Hon. Jose Carlos L. Cari, Mayor of Baybay City, Leyte as the Guest of Honor and Speaker.

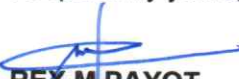
In this connection, we would like to request from your kind office the availability of the following during the said event:

- one (1) ambulance
- one (1) medical personnel

We hope that this request merit your consideration and approval. The VSU-ROTC Unit will always be grateful for the support that you will provide.

Thank you very much and more power

Respectfully yours,

  
**REX M PAYOT**  
MAJ (INF) PA  
Commandant

Noted:

**DARIO P. LINA**  
Director, NSTP Office

Approved:

**DR ELWIN JAY V YU**  
Head, USHER  
Visayas State University