



VISAYAS
STATE UNIVERSITY

RESERVE OFFICERS' TRAINING CORPS UNIT

31 January 2025

REYMAR C ORIA

Principal, VSU Integrated High School
Visca, Baybay City, Leyte

THRU: NICKO M APOSTOL

Commandant, VSU-HIS CAT-1 Unit

SUBJECT: LETTER REQUEST FOR BORROWING EQUIPMENT

Greetings, Sir!

The Visayas State University- Reserve Officers' Training Corps (ROTC) Unit, Visca, Baybay City, Leyte will be conducting its 2ND Training day on Saturday, 01 February 2025

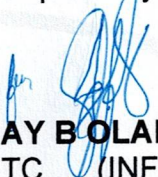
In this connection, we would like to request for permission from your good office to let us borrow one hundred (99) wooden rifles to be used during the course of the said training. Rest assured that this equipment will be handled properly and returned immediately.

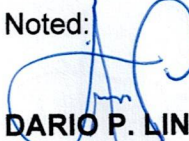
For further information or queries, you may reach the Corps S4 (Logistics Officer) of the unit, C/LTC REAISHAEY JOY P MIRAS 1CL – 09518516499.

We hope that this request merit your consideration and approval.


Thank you very much and more power.

Respectfully yours,


JAY B. OLARTE
LTC (INF) PA
ROTC Commandant

Noted:

DARIO P. LINA
Director,
NSTP Office

Recommending Approval:


NICKO M APOSTOL
Commandant,
VSU Integrated High School

Approved by:

REYMAR C ORIA
Principal,
VSU Integrated High School



RESERVE OFFICERS' TRAINING CORPS UNIT
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