



02 MAY 2024

CHONA A BRIT
OIC, DEAN OF STUDENTS
Visayas State University

Dear Ma'am,

The Visayas State University- Reserve Officers' Training Corps (ROTC) Unit, Visca, Baybay City, Leyte will be conducting its **Presentation of Sponsor and Escort** on **Saturday, 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 Rosal Dormitories to be used the night before the said event. This will allow the female officers who live beyond Baybay City to have a safe place to stay on.

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

Attached is the list of students on the afore-mentioned for perusal.

Hoping for your consideration and approval.

Respectfully yours,


REX M. PAYOT
MAJ (INF) PA
Commandant

Noted by:

DARIO P. LINA
NSTP Director

APPROVED BY:

CHONA A. BRIT
OIC, Dean of Students

