



10 August 2022

Dr. Charis B. Limbo
Director
Institute of Human Kinetics (IHK)

References:
Republic Act 7077
ROTC Training SY 2021-2022

Greetings Ma'am,

Please be informed that the VSU Reserve Officer Training Corps (ROTC) Unit, Visca, Baybay City, will be having its ROTC Graduation and Oath-Taking to the Reserve Force this coming August 13, 2022 (Saturday) from to be held at the VSU Lower Oval Grounds.

In this connection, we request your kind approval to allow us to use seven (7) wooden executive chairs that will be used for the said activity. Rest assured that these will be handled and returned accordingly.

We hope that this request merit your consideration and approval.

Thank you very much and more power.

Respectfully,


NOEL A CAGASAN
LTC GSC (INF) PA
Commandant, VSU (Baybay) - ROTC Unit

Approved:

CHARIS B. LIMBO
Director, Institute of Human Kinetics