

November 16, 2021

Director

Philippine Root Crops & Research Training Center
Visayas State University
ViSCA, Baybay City, Leyte

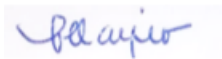
Dear Madam/Sir,

Good day!

I would like to honestly inform your office that my TOR is in the residence of my elder sister in Mandaue City, Cebu. Because of the pandemic, I couldn't easily get the said documents. However, I am willing to file for a request in VSU Registrar for the said purpose. Looking forward for your kind consideration on the delayed submission of the said document. Rest assured that I will upload the copy of it once released.

Thank you.

Truly yours,

A handwritten signature in blue ink, appearing to read "Benjielyn Carpio", is shown within a light blue rectangular border.

BENJIELYN CARPIO