

To  
The Principal  
L. C. O. College  
Maligaon

Subject: Permission for celebrating World  
Poetry Day

Sir

We would like to inform you that the  
Department of English has decided to  
celebrate World Poetry Day on 21st March, 2022  
by organising an informal poetry  
recitation session.

We would like to organise the event at  
the conference room around 1.30 PM

We shall be glad if you kindly allow  
the same.

Allowed to  
organise as stated.

  
17/3/22

Thanking you  
yours Sincerely  
Sika Borooah

Department of English