

# Application for Leave from Hostel

To,  
The Hostel In-Charge  
NIFT, Mumbai

Date: \_\_\_\_\_

Time: \_\_\_\_\_

## Subject: request for Night out

Sir,

I, Ms \_\_\_\_\_ student of FP(Design)/Technology, M.Des/MFM semester \_\_\_\_\_ residing in Flat no. \_\_\_\_\_, would request you to kindly permit me to visit my Local Guardian/Parent at the below mentioned address from (date) \_\_\_\_\_ to (date) \_\_\_\_\_. The SMS has been forwarded by parent, the registered number is \_\_\_\_\_ Local Guardian/Parent Address.

\_\_\_\_\_

\_\_\_\_\_

Reason for night out \_\_\_\_\_

Ticket detail \_\_\_\_\_

Tel. \_\_\_\_\_

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### For office use only

SMS has been received on (date) \_\_\_\_\_ at time \_\_\_\_\_ from the parent's registered number.

Kindly permit.

(Hostel Warden)

Permission granted/Rejected

Hostel In-charge: \_\_\_\_\_