

To

The Director  
NSIT Bihta

Sub: Request for Maternity leave from Sep 2018  
to Feb 2019

Respected Sir >

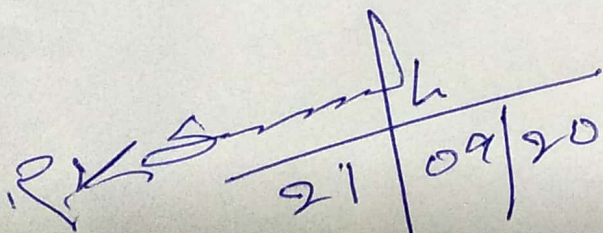
As my due date falls in the  
NOV month of 2018. I am writing this letter  
as an application for maternity leave  
starting from Sep 2018 to Feb 2019. I  
assure that I will continue my duty in  
the next academic year 2019. Kindly  
do the need full.

Thanking you.

Your faithfully

Reema

Dr. Reema Dhar

  
21/09/2018

**Dean**  
Netaji Subhas Institute of Technology  
Amhara, Bihta, Patna