Respected Madam,

It is stated that I have an urgent piece of work at home,i won,t be available at my duty station on 22/1/21.  Kindly grant me leave for one day. Need your approval. 

I will share my application form. Regards

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***Mr.Zubair Khan***

Union Council Polio Officer

*Union Council# 112 Sabza zar Lahore*

[zubairkhanuc112@gmail.com](mailto:zubairkhanuc112@gmail.com)

Cell#03214865783