

To,
The Principal
Ramanujan College
Kalkaji New Delhi-110019

Date: 19/01/2026

Subject: Request to conduct a Friendly Volleyball Match (Teaching & Administrative staff)

Respected Sir,

I hope you are doing well. I am writing to seek your approval to organize a friendly Volleyball match between the **Teaching and Administrative staff** on **27th January 2026** at 01:30 pm. This would be a fun way to bring everyone together. The teams will be divided as per the following demarcations:

- 1) Teaching Staff 12 (Faculty members)
- 2) Non-Teaching 12 (Administrative members)

*Request
A.O. Admin
21/01/26*

Please grant us permission to hold this match.

Thank you

Best Regards,

Depak
Mr. Depak Kumar
(Convenor)

Shikha
Lt.(Dr.)Shikha Singh
TIC
Department of Physical Education & Sports Sciences.