To,
The Executive Secretary,
AAJVS.
Port Blair.

Sir,

Sub: Requisition for study materials -

A A I V S

1. R. D. No. 860
2. Date: ... 29/09/10...
3. To Whom Marked ...
4. Remarks: ...
5. Initials of E S:...

With due respect I state that my son B.A. Kishen Singh is studying at ITI, Dollygunj, Port Blair , some study materials required for his study purpose at ITI, for better education. The following materials are required:

1.	Social Science book (ITI)	- 01
2.	Workshop calculator	- 01
3.	Drafter –I	- 01
4.	Geometry box	- 01
5.	Pencil HB	- 02
6.	ES Engineering drawing for ITI	- 01

Therefore I request to you that kindly give me above mentioned items.

Your's faithfully

(Smti Prem Devi) W/o. Shri Loka Great Andamanese