|  |  |  |  |
| --- | --- | --- | --- |
|  | **LETTER OF APPOINTMENT FOR OFFICER(S)** |  |  |

**Ref:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*Pdm / Curia** *(\*Tick accordingly)*

**To:** **\*Br/Sr** *(\*Tick accordingly)***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**President of** \_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\*Curia / Senatus** *(\*Tick accordingly)*

***Dear President,***

We request the confirmation of the appointment of the following Officer(s):

**For the Post(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Name:** |
| **Contact Number:** |
| **Postal Address**: |
| **Email Address:** |
| **Elected on *(for Curia only)*:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Nominees** | **Proposer** | **Seconder** | **No. of votes** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **Name:** |
| **Contact Number:** |
| **Postal Address**: |
| **Email Address:** |
| **Elected on *(for Curia only)*:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Nominees** | **Proposer** | **Seconder** | **No. of votes** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Thank You.**

\***Br /  Sr** *(\*Tick accordingly)***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**President of** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Details of the previous Officer (if any):**

|  |  |  |
| --- | --- | --- |
| **Name of Officer** | **Position** | **Term** |
|  |  |  |
|  |  |  |

***FOR OFFICIAL USE***

**Received by** :**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Date** *:* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**