



CENTRE FOR APPLIED MOLECULAR BIOLOGY
University of the Punjab
LAHORE



Dated: - _____.

The Director,
 Centre for Applied Molecular Biology

Respected,

Kindly grant me leave as per detail below:

NATURE OF LEAVE APPLIED FOR	
{ } Casual { } Station { } Official duty: _____ From: _____ To: _____	
PERIOD OF LEAVE IN DAYS: _____ From: _____ To: - _____.	
Reason:	Out Station address: (In case of station leave)
_____.	_____.
_____	_____
Signature of applicant: - _____	
Name: - _____, Designation: - _____.	
REMARKS AND RECOMMENDATION OF WORK INCHARGE.	

Signature: _____	
REPORT OF ADMIN / IT SECTION:	
Leave at credit: _____	
Leave applied: _____	
Leave Register Page No.: _____	
Reported by: _____	Admin Officer: _____
	Dated: _____
<u>DIRECTOR:</u>	