

LALBAGH SINGHI HIGH SCHOOL (H.S.)

UDISE - 19072700502 • ESTD - 1858

P.O. & Dist. - Murshidabad ❖ PIN- 742149 ❖ W.B.

Index No.- E2-039, H.S. Code No.- 116044

☎ 9474579342 / 9434134885 ✉ lshs.voc@gmail.com



Memo No.- 14/25

Date - 22.1.25

To,
The Chairman,
Murshidabad Municipality,
Lalbagh, Murshidabad.

Subject: Request for Toilet Grant.

Sir,

I am writing to bring to your attention the urgent need for an additional toilet block in our institution. The existing facilities are inadequate to accommodate the large number of students, and we kindly request your assistance in addressing this issue.

We respectfully request a grant of Rs.6 lakh(Six Lac) to construct the proposed toilet block. We are prepared to submit a detailed plan and estimate as required.

We appreciate your consideration of our request and look forward to your favorable response.

Date: 22.01.2025

Yours sincerely,

Headmaster
Lalbagh Singhi High School
P.O. & Dt. Murshidabad