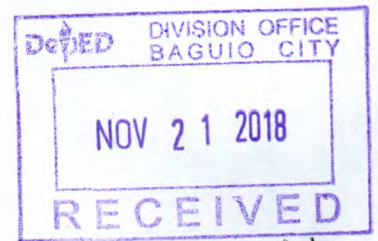




Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**



November 20, 2018

**ARTHUR TIONGAN**  
Chief- SGOD  
Division of Baguio City


Sir:

The badminton tournament for the Palarong Lungsod was scheduled November 19- 21, 2018 at PFVR Gym. Unfortunately, the venue is not available on November 21, 2018 and our games are not yet over. We scheduled it on Thursday, November 22, 2018 which the venue is already available for said event.

In this connection, may I request that the players, coaches, and officiating officials be excused for the continuation of our games.

Thank you.

Very truly yours,

  
**ROSIE BEEL A. MARZO**  
Badminton Tournament Manager

Approved:

  
**ARTHUR TIONGAN**  
Chief- SGOD